

ORDINANCE NO. O-2015-26

BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF BENTON, STATE OF ARKANSAS, AN ORDINANCE TO BE ENTITLED:

AN ORDINANCE AMENDING SECTION 2-367 OF THE *CODE OF ORDINANCES OF BENTON COUNTY, ARKANSAS* REGARDING UNIFORM SYSTEM OF PERPETUAL INVENTORY

WHEREAS, Ordinance No. 99-29 establishing a uniform system of perpetual inventory was adopted by the Quorum Court on March 25, 1999; and amended by Ordinance No. 03-20 by the Quorum Court on April 10, 2003

WHEREAS, such ordinance was codified in the *Code of Ordinances of Benton County, Arkansas* as Section 2-367 and

WHEREAS, it is now necessary to update and clarify that section regarding the system of inventory of property and equipment owned by the county.

NOW, THEREFORE, BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF BENTON, STATE OF ARKANSAS:

ARTICLE 1. The following criterion will be used in the definition of capital assets for Benton County:

- (a) Estimated Useful Life. An asset must have an estimated useful life greater than one reporting period to be considered for capitalization. Assets that are consumed, used-up, habitually lost or worn-out in one year or less should not be capitalized. Estimated useful life means the estimated number of months or years that an asset will be able to be used for the purpose for which it was purchased. In determining useful life, the asset's present condition, use of the asset, construction type, maintenance policy, and how long it is expected to meet service demands shall be considered.
- (b) Asset Cost. The following threshold levels for recording capital assets:

	<u>Inventory Tracking</u>	<u>Threshold</u>
Land	All	Capitalize All
Land Improvements	\$1	\$25,000
Building & Building Improvements	\$1	\$50,000
Construction In Progress	\$1	Upon Completion
Machinery and Equipment	\$5,000	\$5,000
Vehicle	\$5,000	\$5,000
Infrastructure	\$50,000	\$250,000

ARTICLE 2. The following information to be recorded for each capital asset:

- Asset ID
- Serial # and/or Identification
- Description
- Original Cost
- Acquisition Date – Purchase date
- Location / Department
- Date Discarded, Destroyed or Sold

Inventory of small equipment under the capitalization level (for example, computer equipment, computer tablets, etc.) may be maintained by the appropriate office.

ARTICLE 3. The County Judge will prescribe and provide to all county departments procedures for annual physical inventories and method for reporting lost, stolen or damaged property and equipment.

ARTICLE 4. This ordinance is made retroactive to January 1, 2015.

APPROVED:

/s/ Robert D. Clinard
ROBERT D. CLINARD, COUNTY JUDGE
DATE SIGNED: June 26, 2015

ATTEST:

/s/ Tena O'Brien
TENA O'BRIEN, COUNTY CLERK
SPONSOR: JP Barry Moehring
DATE ADOPTED: June 25, 2015
Votes For: 12 Against: _____
Abstain: __ Present: ____ Absent: 3