



May 23, 2018

**TO:** THE DISTRICT BOARD OF TRUSTEES  
OF VALENCIA COLLEGE

**FROM:** SANFORD C. SHUGART  
President

**RE:** PROPERTY DELETIONS

Surplus, trade-in, obsolete, economically unrepairable, or missing equipment items are periodically deleted from the property records of the College. All equipment is disposed of through recyclers or to trash, depending on the type of equipment. All electronic equipment is disposed of through recyclers.

Per Florida Statute 274.02, equipment with a cost or fair market value of \$1,000 or more and a projected useful life of more than one year must be recorded in the financial records as property for inventory purposes. Therefore, original cost reflects the cost of the item at the date of acquisition, or the estimated fair market value at the date received, in the case of gifts.

Equipment is depreciated on a straight-line basis over the following estimated useful lives:

- Computers – three years
- Vehicles, office machines, educational equipment – five years
- Furniture – seven years

Therefore, current book value reflects the net depreciated value (acquisition cost or fair market value less depreciation).

Outdated/Obsolete

19 assets with an original cost of \$28,843.13 with a current book value of \$0.00

Economically Unrepairable

9 assets with an original cost of \$13,892.16 with a book value of \$0.00

RECOMMENDED ACTION:

The President recommends that the District Board of Trustees approve the disposition and deletion of equipment from the property records as requested and authorize the College to exchange, dispose of, or trade in the items as surplus property according to Board Policy 6Hx28:5-11.

  
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President

# Property Deletion Detail

Wednesday, May 23, 2018

Asset Number	Fiscal Year	Date of Purchase	Description, Make, Model	Original Cost	Book Value
<b>Outdated</b>					
00204484	0304	2/26/2004	LCD Monitor, SHARP, LC-M3700	\$4,750.50	\$0.00
00211480	0708	10/9/2007	PC, DELL, 745	\$1,216.90	\$0.00
00214478	0910	9/15/2009	PC, DELL, 760	\$1,168.88	\$0.00
00217646	1112	9/22/2011	Laptop, APPLE, MACBOOK PRO	\$1,879.00	\$0.00
00217890	1112	1/10/2012	Touch Panel, CRESTRON, TPS-3000	\$2,394.00	\$0.00
00218476	1112	6/30/2012	PC, APPLE, IMAC	\$1,149.00	\$0.00
00221161	1314	1/30/2014	Laptop, DELL, E7440	\$1,285.00	\$0.00
00222115	1415	9/30/2014	PC, APPLE, IMAC	\$1,249.00	\$0.00
00222116	1415	9/30/2014	PC, APPLE, IMAC	\$1,249.00	\$0.00
00222117	1415	9/30/2014	PC, APPLE, IMAC	\$1,249.00	\$0.00
00222119	1415	9/30/2014	PC, APPLE, IMAC	\$1,249.00	\$0.00
00222120	1415	9/30/2014	PC, APPLE, IMAC	\$1,249.00	\$0.00
00222121	1415	9/30/2014	PC, APPLE, IMAC	\$1,249.00	\$0.00
00222122	1415	9/30/2014	PC, APPLE, IMAC	\$1,249.00	\$0.00
00222123	1415	9/30/2014	PC, APPLE, IMAC	\$1,249.00	\$0.00
00222124	1415	9/30/2014	PC, APPLE, IMAC	\$1,249.00	\$0.00
00222125	1415	9/30/2014	PC, APPLE, IMAC	\$1,249.00	\$0.00
00222316	1415	11/11/2014	PC, APPLE, IMAC	\$1,249.00	\$0.00
00222378	1415	1/6/2015	Laptop, DELL, E7440	\$1,260.85	\$0.00
19 detail records				\$28,843.13	\$0.00

## Economically Unrepairable

00204535	0304	3/2/2004	Freezer, MCCALL, 4-4024F	\$3,204.50	\$0.00
00217274	1011	6/28/2011	Projector, PANASONIC, PT-FW430U	\$3,219.33	\$0.00
00222640	1415	3/5/2015	Laser, HENE, 633NM	\$1,160.23	\$0.00
G00003380	0405	2/15/2005	Helium-Neon Laser, , 30025	\$1,004.29	\$0.00

Asset Number	Fiscal Year	Date of Purchase	Description, Make, Model	Original Cost	Book Value
G00003381	0405	2/15/2005	Helium-Neon Laser, , 30025	\$1,004.29	\$0.00
G00003382	0405	2/15/2005	Helium-Neon Laser, , 30025	\$1,004.29	\$0.00
G00003383	0405	2/15/2005	Helium-Neon Laser, , 30025	\$1,004.30	\$0.00
G00004698	1213	8/16/2012	Laser, HENE, 633NM	\$1,012.83	\$0.00
G00005141	1314	4/24/2014	Laptop, DELL, E6440	\$1,278.10	\$0.00
9 detail records				\$13,892.16	\$0.00
<b>Grand Total</b>	28 detail records			\$42,735.29	\$0.00