

Financial Affairs  
Richard H. Hinds, Chief Financial Officer

**SUBJECT: NON-EXPENDABLE PERSONAL PROPERTY INVENTORY REPORTS  
FOR JULY, AUGUST AND SEPTEMBER 1999**

The Non-Expendable Personal Property Inventory Deletions and Recoveries Reports for the first quarter of 1999-00 have been prepared by the Division of General Accounting, Office of the Controller, in accordance with Florida Statutes, Chapter 274. Items noted have been processed in accordance with Board-approved procedures, and have been reviewed by the property custodians and appropriate administrators.

The report reflects Non-Expendable Personal Property Inventory Deletions and Recoveries listed on the attached sheet stated at acquisition cost.

A computerized printout for each Property Inventory Deletions and Recoveries Report for the first quarter of 1999-00 and a copy of the agenda item, which includes the summary of property deletions and recoveries, will be placed on file, both in the Office of the Recording Secretary to the School Board and in the Citizen Information Center.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, approve the Non-Expendable Personal Property Inventory Deletions containing 1,766 items in the amount of \$2,934,479 and Recoveries containing 27 items in the amount of \$76,860 to update the records as indicated in July, August and September 1999 reports.

RHH:egc

NON-EXPENDABLE PERSONAL PROPERTY INVENTORY DELETIONS AND  
RECOVERIES FOR THE FIRST QUARTER OF 1999-00

Current total dollar value of controlled property: \$376,484,153

	DELETIONS		
	ITEMS	VALUE	PERCENTAGE**
Routine approvals of trade-ins/disposals	1,676	\$2,775,138	0.74%
Items reported on Plant Security Report	69	116,012	0.03%
Physical inventory shortages	21	43,329	0.01%
Total Current Period	1,766	\$2,934,479	0.78%
For comparative purposes last year's figures are:	1,398	\$2,267,808	0.64%

	RECOVERIES		
	ITEMS	VALUE	PERCENTAGE**
	19	\$58,374	0.01%
	4	7,460	0.01%
	4	11,026	0.01%
	27	\$76,860	0.03%
	36	\$151,713	0.04%

\*\* Percentage of current total dollar value of controlled property.

Note: All dollar values are stated at acquisition cost.

FOR BOARD MEETING OF NOVEMBER 17, 1999

APPROVED BY

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THE SCHOOL BOARD OF MIAMI-DADE COUNTY FLORIDA

\_\_\_\_\_  
Superintendent of Schools

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Chair of the Board