

Financial Affairs  
Richard H. Hinds, Chief Financial Officer

**SUBJECT: NON-EXPENDABLE PERSONAL PROPERTY INVENTORY REPORTS  
FOR APRIL, MAY AND JUNE 2002**

**COMMITTEE: FINANCIAL AFFAIRS**

The Non-Expendable Personal Property Inventory Deletions and Recoveries Reports for the fourth quarter of 2001-02 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 fourth quarter of 2001-02 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 5,087 items in the amount of \$9,032,915 and Recoveries containing 57 items in the amount of \$108,295 to update the records as indicated in April, May and June 2002 reports.

RHH:egc

**G-17**

**NON-EXPENDABLE PERSONAL PROPERTY INVENTORY DELETIONS AND  
RECOVERIES FOR THE FOURTH QUARTER OF 2001-02**

Current total dollar value of controlled property: \$444,337,243

	DELETIONS		
	ITEMS	VALUE	PERCENTAGE**
Routine approvals of trade-ins/disposals	4,860	\$8,633,650	1.94%
Items reported on Plant Security Report	164	266,719	0.06%
Physical inventory shortages	63	132,546	0.03%
<b>Total Current Period</b>	<b>5,087</b>	<b>\$9,032,915</b>	<b>2.03%</b>
For comparative purposes last year's figures are:	3,286	\$6,474,643	1.52%

	RECOVERIES		
	ITEMS	VALUE	PERCENTAGE**
	39	\$61,007	.014%
	17	45,856	.01%
	1	1,432	.000%
	57	\$108,295	.024%
	19	\$41,279	0.01%

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

Note: All dollar values are stated at acquisition cost.

FOR BOARD MEETING OF SEPTEMBER 12, 2002

APPROVED BY

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THE SCHOOL BOARD OF MIAMI-DADE COUNTY FLORIDA

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Superintendent of Schools and Secretary to The School Board