

Financial Affairs
Richard H. Hinds, Chief Financial Officer

**SUBJECT: NON-EXPENDABLE PERSONAL PROPERTY INVENTORY REPORTS
FOR JULY, AUGUST AND SEPTEMBER 2002**

COMMITTEE: FINANCIAL AFFAIRS

The Non-Expendable Personal Property Inventory Deletions and Recoveries Reports for the first quarter of 2002-03 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 2002-03 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 3,229 items in the amount of \$5,607,006 and Recoveries containing 64 items in the amount of \$142,388 to update the records as indicated in July, August and September 2002 reports.

RHH:egc

G-17

NON-EXPENDABLE PERSONAL PROPERTY INVENTORY DELETIONS AND
RECOVERIES FOR THE FIRST QUARTER OF 2002-03

Current total dollar value of controlled property: \$447,617,046

	DELETIONS			RECOVERIES		
	ITEMS	VALUE	PERCENTAGE**	ITEMS	VALUE	PERCENTAGE**
Routine approvals of trade-ins/disposals	3,049	\$5,325,085	1.19%	27	\$39,082	.009%
Items reported on Plant Security Report	108	174,318	0.04%	2	1,974	.000%
Physical inventory shortages	72	107,603	0.02%	35	101,332	.023%
Total Current Period	3,229	\$5,607,006	1.25%	64	\$142,388	.032%
For comparative purposes last year's figures are:	3,300	\$6,343,494	1.48%	6	\$7,878	.002%

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

Note: All dollar values are stated at acquisition cost.

FOR BOARD MEETING OF NOVEMBER 20, 2002

APPROVED BY THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

Superintendent of Schools and Secretary of The School Board