



February 26, 2014

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. Equipment which is surplus, obsolete or not economically repairable may be donated to local school systems, non-profit organizations or other governmental entities (see attached list). The remainder of the items are disposed of through recyclers or to trash, depending on the type of equipment. All electronic equipment is disposed of through recyclers.

For your information, we have also attached a list of organizations that have benefited from equipment the college has disposed of in recent months.

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).

Stolen

1 asset with an original cost of \$1,538.78 with a book value of \$0.00

Obsolete

26 assets with an original cost of \$45,333.49 with a current book value of \$0.00

Surplus

137 assets with an original cost of \$217,036.45 with a current book value of \$0.00

Economically Unrepairable

1 asset with an original cost of \$1,720.00 with a book value of \$0.00

RECOMMENDED ACTION:

The President recommends that the 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.

A handwritten signature in black ink, reading "Sanford C. Shugart".

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President

A Gift for Teaching  
AIAssets, Inc.  
Accept Pregnancy Center  
Accessible Solutions at Avalon Park  
Aisha Home Inc.  
American Society of Training and Development  
BETA Center  
Bishop Moore Catholic High School  
Boys & Girls Club of Central Florida  
Braille Association of Mid-Florida  
Bread of Life Fellowship  
Calvary Assembly  
Center for Independence  
Center of Faith Church  
Central Care Mission of Orlando  
Central Florida Children's Home  
Central Florida Community Breadbasket  
Charity & Love, Inc.  
Chrysalis, Inc.  
Church in the Sun  
Church of God  
Church of God Cathedral of Hope  
Circle of Faith Ministries  
Community Vision  
Diocese of Orlando  
Downey Christian School  
Early Learning Coalition of Osceola County  
El Calvario Christian Academy  
Epilepsy Association of Central Florida  
Faith United Church of God  
Final Freedom After Care  
First Baptist Church of St. Cloud  
Florida Baptist Convention  
Florida Dept. of Corrections  
Foundation Academy  
Freedom Drive for Kids  
Freedom Outreach Center  
Forman Family Life Center  
Guardian Care, Inc.  
Habitat for Humanity  
Haitian Coalition of Central Florida  
Hands of Central Florida  
Help Now of Osceola  
Heritage Christian School  
Hindu University of America  
Home Builders Institute  
Hope for All Crisis, Inc.  
Hope for the Poor International  
House Blend Café

Interfaith Humanitarian Services  
King of Kings Evangelical Church/School  
Life Academy  
Lighthouse Tabernacle of Prayer  
Lions Roar International  
Mary Lee Depugh Nursing Center  
Men of Destiny Ministries  
Mending Hearts Charities  
Messiah Christian Center  
Minority Women Enterprise Alliance  
Missionary Computer Fellowship  
Monster Club Foundation Services  
Montverde Academy  
Mustard Seed of Central Florida  
New Life Ministries World Outreach Center  
Oakland Nature Preserve  
Ocoee Lions Club and Foundation  
Orange County Public Schools  
Orange County Sherriff's Office  
Orange County Work Release  
Orlando Christian Prep  
Orlando Neighborhood Improvement Corp.  
Orlando Power Stars Cultural Assoc.  
Orlando Recycles  
Orlando Union Rescue Mission  
Osceola County Council on Aging  
Osceola County Health Department  
Osceola County Public School District  
Pace Center for Girls  
Pathways School  
Quest, Inc.  
Reach Back Foundation  
Restore Orlando  
Southeastern Data  
Spirit of Joy Lutheran Church  
St. Andrew Catholic Church  
St. Matthew Holiness Church  
St. Paul's Presbyterian Church  
The Branch Christian Church  
The Russell House  
The Transition House  
Threshold, Inc.  
Trinity Christian School  
Trinity Downtown Lutheran School  
Vision Educational Learning Center  
Way of Grace Ministries  
Windermere Elementary School  
Winter Park Public Library  
Yashua International Assembly Ministries

# Property Deletion Detail

Wednesday, February 26, 2014

Asset Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
<b>Stolen</b>					
00216160	10/7/2010	10-11	Laptop, Dell, E6410	\$1,538.78	\$0.00
1 detail record				\$1,538.78	\$0.00
<b>Obsolete</b>					
00109237	6/10/1994	93-94	Scanning Spectrophotometer, Beckman, DU-640	\$10,400.00	\$0.00
00109628	12/30/1994	94-95	Laser Printer, Hewlett Packard, 4 M PLUS	\$1,893.26	\$0.00
00202438	12/10/2002	02-03	Projector, NEC, VT45K	\$1,500.00	\$0.00
00207881	12/1/2005	05-06	PC, Dell, GX520	\$1,084.68	\$0.00
00208553	4/11/2006	05-06	Projector, Panasonic, PTLB30U	\$1,765.00	\$0.00
00209311	6/30/2006	05-06	Projector, Panasonic, PT-LB60U	\$1,590.00	\$0.00
00209326	6/6/2006	05-06	Projector, Panasonic, PT-LB30U	\$1,765.00	\$0.00
00209358	8/4/2006	06-07	PC, Dell, GX620	\$1,179.89	\$0.00
00209455	9/14/2006	06-07	Laptop, 09-016, Dell, D620	\$1,530.36	\$0.00
00209846	12/5/2006	06-07	PC, Dell, GX620	\$1,285.92	\$0.00
00209872	12/5/2006	06-07	PC, Dell, GX620	\$1,285.92	\$0.00
00210031	1/9/2007	06-07	Projector, Panasonic, PT-LB60U	\$1,590.00	\$0.00
00210340	2/27/2007	06-07	PC, Dell, 745	\$1,194.15	\$0.00
00210921	5/29/2007	06-07	PC, Dell, 745	\$1,167.75	\$0.00
00211314	8/30/2007	07-08	PC, Dell, 745	\$1,202.24	\$0.00
00211585	8/1/2007	07-08	Projector, Panasonic, PT-LB60U	\$1,570.13	\$0.00
00211840	12/13/2007	07-08	PC, Dell, 745	\$1,220.63	\$0.00
00212152	3/18/2008	07-08	Projector, Pana Hifi, PT-LB60U	\$1,757.13	\$0.00
00212364	4/15/2008	07-08	Laptop, Dell, D630	\$1,190.53	\$0.00
00212512	6/30/2008	07-08	Projector, Panasonic, PT-LB60U	\$1,650.40	\$0.00
00212594	6/3/2008	07-08	PC, Dell, 755	\$1,116.27	\$0.00
00212596	6/3/2008	07-08	PC, Dell, 755	\$1,116.27	\$0.00
00213045	8/28/2008	08-09	Projector, Panasonic, PT-LB60U	\$1,468.74	\$0.00
00213465	1/8/2009	08-09	PC, Dell, 755	\$1,455.18	\$0.00
00213623	3/24/2009	08-09	Laptop, 09-014, Dell, E6400	\$1,185.16	\$0.00
00214473	9/15/2009	09-10	PC, Dell, 760	\$1,168.88	\$0.00
26 detail records				\$45,333.49	\$0.00
<b>Surplus</b>					
00105219	6/16/1991	90-91	12" Arbor Saw, Dayton, 3Z997	\$1,534.19	\$0.00
00108048	7/22/1993	93-94	Visual Presenter 93-40, Elmo, EV368WLD	\$3,006.00	\$0.00
00108144	8/10/1993	93-94	Visual Presenter 93-38, Elmo, EV368	\$3,006.00	\$0.00
00111126	6/30/1996	95-96	Universal Battery Support System, Christie, CASP 1200	\$2,060.00	\$0.00
00111839	12/17/1996	96-97	Spectrum CCTV, Optelec,	\$3,332.95	\$0.00
00111886	12/13/1996	96-97	Sectional Desk w/ Left Return, Kimball, 52-6672LNP	\$1,109.00	\$0.00
00112299	1/21/1997	96-97	27" Color TV, Mitsubishi,	\$1,047.50	\$0.00
00112306	1/21/1997	96-97	27" Color TV, Mitsubishi,	\$1,047.50	\$0.00
00112524	3/31/1997	96-97	Laserjet Printer, Hewlett Packard, 5SINX	\$3,401.38	\$0.00

Asset Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00112769	5/28/1997	96-97	Desk, , KIM52-3672	\$1,515.00	\$0.00
00114572	9/15/1998	98-99	Mobile Team Board, Egan, 48 x 36	\$2,567.80	\$0.00
00115658	2/3/2000	99-00	Distiller, Barnstead, 4L.PH III	\$6,029.28	\$0.00
00115665	2/8/2000	99-00	30 Liter Tank, Barnstead, A56290-857	\$1,142.00	\$0.00
00115724	2/23/2000	99-00	CCTV, ,	\$1,832.50	\$0.00
00116411	1/18/2001	00-01	Left Pedestal Desk, Designers West Interiors, Inc.,	\$1,291.19	\$0.00
00200408	1/10/2002	01-02	Boom mic/Shot gun, Sennheiser, MKH70-p48	\$1,769.60	\$0.00
00202249	11/26/2002	02-03	Laptop, Dell, C640	\$2,091.60	\$0.00
00203433	6/25/2003	02-03	PC 03-048, Dell, GX260T	\$1,257.10	\$0.00
00204173	1/8/2004	03-04	Circulation Desk, ,	\$4,332.56	\$0.00
00205348	10/7/2004	04-05	Ice Maker, , DCE33PA-1BB	\$1,166.50	\$0.00
00206680	4/12/2005	04-05	PC, Dell, GX280	\$1,451.33	\$0.00
00207523	11/29/2005	05-06	PC, Dell, GX520	\$1,137.61	\$0.00
00207576	10/13/2005	05-06	PC, Dell, GX520	\$1,050.00	\$0.00
00207974	1/17/2006	05-06	PC, Apple, G5	\$4,371.00	\$0.00
00208384	3/21/2006	05-06	Laptop, Dell, D610	\$1,699.27	\$0.00
00209250	6/28/2006	05-06	PC, Dell, GX520	\$1,089.04	\$0.00
00209365	8/1/2006	06-07	PC, Dell, GX520	\$1,097.73	\$0.00
00209775	11/28/2006	06-07	PC, Dell, GX520	\$1,050.33	\$0.00
00210347	2/27/2007	06-07	PC, Dell, 745	\$1,194.15	\$0.00
00210391	3/20/2007	06-07	PC, Dell, 745	\$1,495.08	\$0.00
00210673	5/1/2007	06-07	PC, Dell, 745	\$1,238.15	\$0.00
00210683	5/1/2007	06-07	PC, Dell, 745	\$1,238.15	\$0.00
00210684	5/1/2007	06-07	PC, Dell, 745	\$1,238.15	\$0.00
00210689	5/1/2007	06-07	PC, Dell, 745	\$1,238.15	\$0.00
00210756	5/1/2007	06-07	PC, Dell, 745	\$1,261.24	\$0.00
00210949	5/29/2007	06-07	PC, Dell, 745	\$1,167.75	\$0.00
00210980	6/27/2007	06-07	Test Scoring Scanner, Scantron Services Group, Clarity 2	\$5,027.94	\$0.00
00210994	6/19/2007	06-07	Server, Dell, 5050	\$4,106.78	\$0.00
00211146	6/30/2007	06-07	PC, Dell, 745	\$1,012.10	\$0.00
00211297	8/28/2007	07-08	PC, Dell, 745	\$1,202.24	\$0.00
00211302	8/28/2007	07-08	PC, Dell, 745	\$1,202.24	\$0.00
00211327	9/4/2007	07-08	PC, Dell, 745	\$1,202.24	\$0.00
00211460	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211481	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211482	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211486	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211501	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211502	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211508	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211509	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211510	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211654	11/28/2007	07-08	PC, Dell, 745	\$1,069.27	\$0.00
00211656	11/28/2007	07-08	PC, Dell, 745	\$1,069.27	\$0.00
00211782	12/13/2007	07-08	PC, Dell, 745	\$1,056.17	\$0.00
00211789	12/13/2007	07-08	PC, Dell, 745	\$1,056.17	\$0.00
00211807	12/13/2007	07-08	PC, Dell, 745	\$1,056.17	\$0.00
00211829	12/4/2007	07-08	PC, Dell, 745	\$1,056.17	\$0.00
00212195	3/27/2008	07-08	Laptop, Dell, D630	\$1,299.55	\$0.00

Asset Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00212368	4/29/2008	07-08	PC, Dell, 755	\$1,225.29	\$0.00
00212598	6/3/2008	07-08	PC, Dell, 755	\$1,116.27	\$0.00
00212609	6/3/2008	07-08	PC, Dell, 755	\$1,116.27	\$0.00
00212853	7/29/2008	08-09	PC, Dell, 755	\$1,118.64	\$0.00
00212854	7/29/2008	08-09	PC, Dell, 755	\$1,118.64	\$0.00
00212857	7/29/2008	08-09	PC, Dell, 755	\$1,118.64	\$0.00
00212858	7/29/2008	08-09	PC, Dell, 755	\$1,118.64	\$0.00
00212859	7/29/2008	08-09	PC, Dell, 755	\$1,118.64	\$0.00
00212860	7/29/2008	08-09	PC, Dell, 755	\$1,118.64	\$0.00
00212861	7/29/2008	08-09	PC, Dell, 755	\$1,118.64	\$0.00
00212866	7/29/2008	08-09	PC, Dell, 755	\$1,118.64	\$0.00
00213047	8/28/2008	08-09	PC, Dell, 755	\$1,186.58	\$0.00
00213048	8/28/2008	08-09	PC, Dell, 755	\$1,186.58	\$0.00
00213050	8/28/2008	08-09	PC, Dell, 755	\$1,186.58	\$0.00
00213053	8/28/2008	08-09	PC, Dell, 755	\$1,186.58	\$0.00
00213055	8/28/2008	08-09	PC, Dell, 755	\$1,186.58	\$0.00
00213061	9/2/2008	08-09	Laptop, Dell, D630	\$1,293.11	\$0.00
00213077	9/9/2008	08-09	PC, Dell, 755	\$1,695.34	\$0.00
00213143	9/23/2008	08-09	Laptop, Apple, Mac Book Pro	\$2,038.00	\$0.00
00213246	11/11/2008	08-09	Laptop, Dell, E6400	\$1,947.35	\$0.00
00213268	12/2/2008	08-09	Laptop, Dell, E6400	\$1,173.94	\$0.00
00213850	5/5/2009	08-09	PC, Dell, 760	\$1,102.32	\$0.00
00213852	5/5/2009	08-09	PC, Dell, 760	\$1,102.32	\$0.00
00214042	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214043	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214045	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214046	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214047	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214048	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214049	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214050	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214051	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214052	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214053	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214054	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214055	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214056	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214057	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214058	6/4/2009	08-09	PC, Dell, 760	\$1,082.30	\$0.00
00214335	7/23/2009	09-10	Laptop, Dell, E6400	\$1,168.99	\$0.00
00214494	9/29/2009	09-10	PC, Dell, 760	\$1,168.88	\$0.00
00214503	9/29/2009	09-10	PC, Dell, 760	\$1,157.87	\$0.00
00214504	9/29/2009	09-10	PC, Dell, 760	\$1,157.87	\$0.00
00214508	9/29/2009	09-10	PC, Dell, 760	\$1,157.87	\$0.00
00214727	9/8/2009	09-10	PC, Dell, 960	\$2,043.88	\$0.00
00214763	10/22/2009	09-10	Laptop, Dell, E6400	\$1,456.20	\$0.00
00214792	10/22/2009	09-10	PC, Dell, 760	\$1,006.41	\$0.00
00214797	10/22/2009	09-10	PC, Dell, 760	\$1,006.41	\$0.00
00214800	10/22/2009	09-10	PC, Dell, 760	\$1,006.41	\$0.00

Asset Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00214889	12/10/2009	09-10	Laptop, Dell, E6400	\$1,493.79	\$0.00
00214936	11/24/2009	09-10	PC, Dell, 760	\$1,011.17	\$0.00
00214966	11/24/2009	09-10	PC, Dell, 760	\$1,011.17	\$0.00
00214980	11/24/2009	09-10	PC, Dell, 760	\$1,011.17	\$0.00
00215175	12/21/2009	09-10	PC, Dell, 760	\$1,147.59	\$0.00
00215176	12/21/2009	09-10	PC, Dell, 760	\$1,147.59	\$0.00
00215179	12/21/2009	09-10	PC, Dell, 760	\$1,147.59	\$0.00
00215282	1/12/2010	09-10	Laptop, Dell, E6400	\$1,850.38	\$0.00
00215309	1/20/2010	09-10	Laptop, Apple, Macbook Pro 17"	\$2,853.00	\$0.00
00215310	1/26/2010	09-10	Laptop, Dell, E6400	\$1,589.97	\$0.00
00216151	10/7/2010	10-11	Laptop, Dell, E6410	\$1,538.78	\$0.00
G00002609	9/11/2001	01-02	PC, Dell, GX150	\$1,018.73	\$0.00
G00003130	3/13/2003	02-03	Scanner, Canon, DR-5080C	\$5,682.90	\$0.00
G00003219	6/26/2003	02-03	Stretcher, Gendron, Inc., 1150-123-212	\$1,444.56	\$0.00
G00003333	5/25/2004	03-04	Color Laserjet Printer, Hewlett Packard, 3700N	\$1,408.00	\$0.00
G00003781	11/21/2006	06-07	Laptop, Dell, D820	\$2,557.71	\$0.00
G00003782	11/21/2006	06-07	Laptop, Dell, D820	\$2,557.71	\$0.00
G00003816	3/27/2007	06-07	Laptop, Apple, 2G	\$2,599.00	\$0.00
G00003817	3/27/2007	06-07	Laptop, Apple, 2G	\$2,599.00	\$0.00
G00003818	3/27/2007	06-07	Laptop, Apple, 2G	\$2,599.00	\$0.00
G00003819	3/27/2007	06-07	Laptop, Apple, 2G	\$2,599.00	\$0.00
G00003821	3/27/2007	06-07	Laptop, Apple, 2G	\$2,599.00	\$0.00
G00003822	3/27/2007	06-07	Laptop, Apple, 2G	\$2,599.00	\$0.00
G00003832	4/10/2007	06-07	Laptop, Dell, D620	\$1,626.30	\$0.00
G00003833	4/10/2007	06-07	Laptop, Dell, D620	\$1,626.30	\$0.00
G00003904	6/21/2007	06-07	Laptop, Apple, MacBook	\$1,357.00	\$0.00
G00003931	9/4/2007	07-08	Printer, Hewlett Packard, 4350DTN	\$1,957.00	\$0.00
G00003996	4/15/2008	07-08	Laptop, Dell, D630	\$1,936.29	\$0.00
G00003997	4/15/2008	07-08	Laptop, Dell, D630	\$1,936.29	\$0.00
G00004000	4/15/2008	07-08	Laptop, Dell, Vostro 1700	\$2,266.45	\$0.00
137 detail records				\$217,036.45	\$0.00
<b>Economically Unrepairable</b>					
00106946	12/4/1992	92-93	Paper Shredder, Intimus, 3850	\$1,720.00	\$0.00
1 detail record				\$1,720.00	\$0.00
<b>Grand Total</b>	165 detail records			\$265,628.72	\$0.00