



December 7, 2016

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).

Outdated/Obsolete

95 assets with an original cost of \$217,909.94 with a current book value of \$0.00

Economically Unrepairable

4 assets with an original cost of \$10,690.43 with a book value of \$0.00

RECOMMENDED ACTION:

The President recommends that the District Board of Trustees of Valencia College 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 that reads "Sanford C. Shugart".

President

A Gift for Teaching
A1Assets, Inc.
Accept Pregnancy Center
Academic Chretienne Haitienne D'Orlando
Accessible Solutions at Avalon Park
Agape Ministries International
Aids Resource Alliance
Aisha Home Inc.
Alliance of Guyanese Expatriates of Central FL
American Cancer Society
American Red Cross (Orlando)
American Diabetes Association
American Sign Language
American Society of Training and Development
Anthony House Inc.
Antioch Young Life Center
Area Agency on Aging of Central Florida
Astatula Elementary
BETA Center
Bishop Moore Catholic High School
Boggy Creek Gang
Boys & Girls Club of Central Florida
Boys Town
Braille Association of Mid-Florida
Bread of Life Fellowship
Calvary Assembly
Catholic Charities
Center for Drug Free Living
Center for Independence
Center for Independence Tech & Education
Center for Independent Living
Center of Faith Church
Central Care Mission of Orlando
Central Florida Children's Home
Central Florida Community Breadbasket
Charity & Love, Inc.
Children's Rights Foundation
Children's Home Society
Christian Help
Chrysalis, Inc.
Church in the Sun
Church Missionary of Christ Inc.
Church of God
Church of God Cathedral of Hope
Church of God Cathedral of Hope
Circle of Faith Ministries
City of Eatonville
City of Life
City of Winter Garden
City of Winter Garden Parks Department
Civil Air Patrol
Coalition for the Homeless
Community coordinated Care for Children
Community Vision
Compassion Corner

Conway Christian School
Cornerstone Charter Academy
Crossroads Christian Academy
Crystal Lake Supportive Environments
Diocese of Orlando
Downey Christian School
Early Learning Coalition of Osceola County
East Side Club
Eastland Baptist Church
Eglise Baptiste De Logos
El Calvario Christian Academy
Epilepsy Association of Central Florida
Faith United Church of God
Fellowship in Praise
Final Freedom After Care
First Baptist Church of St. Cloud
First Baptist Church of Winter Garden
First United Methodist Church of Pine Hills
Florida Baptist Convention
Florida Dept. of Corrections
Florida Electric Apprenticeship
Foundation Academy
Freedom Drive for Kids
Freedom Outreach Center
Full Gospel Assembly
Fundacion Boricua Inc.
Girl Scouts of Citrus Council
Give Kids the World
Gorman Family Life Center
Green Isle Children's Ranch
Grove Counseling Center
Guardian Care, Inc.
Habitat for Humanity
Haitian Coalition of Central Florida
Haitian Museum of Art and Culture
Hampden Dubose Academy
Hands of Central Florida
Hands to the World
Harbor House
Health Care Center for the Homeless
Heart of Mercy Church of the Nazarene
Help Now of Osceola
Heritage Christian School
Heritage Prep School
Higher Level Skills Camps & A Future 4 U
Hindu Society of Central Florida
Hindu University of America
Hispanic Resource Link
Home Builders Institute
Hope for All Crisis, Inc.
Hope for the Poor International
House Blend Café
Iglesia Casa Del Alfarero
Interfaith Humanitarian Services
Jefferson & Madison County Health Departments

Keep Orlando Beautiful
King of Kings Evangelical Church/School
Lake Eola Charter School
Lakeside Alternatives
Last Frontier Outreach Center, Church of God
Life Academy
Lighthouse Tabernacle of Prayer
Lions Roar International
Love Covenant Word Church
March of Dimes
Mary Lee Depugh Nursing Center
Men of Destiny Ministries
Mending Hearts Charities
Mental Health Association
Messiah Christian Center
Metropolitan Orlando Urban League Inc.
Mid-Florida Tech
Minority Women Enterprise Alliance
Miracle of Love
Missing Children Center
Missionary Computer Fellowship
Mississippi Delta Community College
Monster Club Foundation Services
Montverde Academy
Montverde Academy
Mt. Pleasant No Longer Bound Inc.
Muscular Dystrophy Association
Mustard Seed of Central Florida
National Kidney Foundation
New Destiny Christian Center Church
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 agencies
Orlando Birthing Project
Orlando Christian Prep
Orlando Community Services Organization
Orlando Faith Ministries International
Orlando Lutheran Academy
Orlando Neighborhood Improvement Corp.
Orlando Power Stars Cultural Assoc.
Orlando Regional Christian Educational System
Orlando Recycles
Orlando Rescue Mission
Orlando Tech
Orlando Veterans Center
Orlando Union Rescue Mission
Osceola Center for the Arts
Osceola Mental Health
Osceola Opportunity Center
Osceola County Council on Aging
Osceola County Health Department
Osceola County Public School District

Osceola Veterans Center
Pace Center for Girls
Parent Resource Center
Pathways Drop In Center
Pathways School
Planned Parenthood of Greater Orlando
Polk County Schools
Quest, Inc.
Reach Back Foundation
Reedy Creek Solid Waste and Recycling
Rescue Outreach Mission
Restore Orlando
Restore Team Development School
Ripple Effects Inc.
Royal Oaks Learning Academy
Russell Home
Sadie Holmes Help Service Inc.
Salvation Army
Second Chance
Second Haitian Church of the Nazarene
Second Harvest Food Bank
Seed of Hope
Seminole State College
Seminole Work Opportunity
Seniors First
Sexual Abuse Treatment Program
Snow Babies
Solid Rock Christian Fellowship Inc.
Southeastern Data
Southland Christian School
Spirit of Joy Lutheran Church
Spouse Abuse
Spring of Life
St. Andrew Catholic Church
St. Francis House
St. Mark Preparatory School
St. Matthew Holiness Church
St. Paul AME Church
St. Paul's Presbyterian Church
St. Vincent De Paul Society
Stepping Stone Distribution
Stepping Stone Medical Equipment Bank
Sunrise Dental Inc.
Sunrise Drop In Center
Teen Challenge
Temporary Living Center
The Apostolic Church of Jesus Inc.
The Branch Christian Church
The Bridge Alliance
The Galilean Family Worship Center
The Life Academy
The Russell House
The Transition House Inc.
The Word of God Church
Threshold, Inc.

Trace Academy
Tri-L Christian Academy Inc.
Trinity Christian School
Trinity Downtown Lutheran School
United Amputee Services
United Bible College
United Cerebral Palsy
United Church of the Nazarene
United Community Outreach Inc.
University of Central Florida
University of Florida
Urban League
Valencia College
Victory Outreach
Vine of Life Ministries
Vision Educational Learning Center

Way of Grace Ministries
Way of Life Ministries
We Care Crisis Center
Wells Built Museum
Westminster Retirement Community
Westside Tech
Williams Chapel Missionary Baptist Church
Windermere Elementary School
Winter Haven Elementary School
Winter Haven Police Dept.
Winter Park Public Library
Witness to Hope Alive in Christ
Women's Residential Counseling Center
Wycliff Bible Translators
Yashua International Assembly Ministries
Youth & Family Services

Property Deletion Detail

Asset Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
Outdated					
00103432	3/6/1989	8889	Editing Recorder/Player, SONY, V05800	\$3,233.00	\$0.00
00105487	8/29/1991	9192	Video Player, MII, PANASONIC, AU62	\$8,510.48	\$0.00
00105493	8/29/1991	9192	Editing Deck - MII Recorder, PANASONIC, AU65	\$16,340.51	\$0.00
00105596	10/11/1991	9192	VTR Player, PANASONIC, AU63	\$12,402.00	\$0.00
00111798	10/30/1996	9697	Visual Presenter, ELMO, 9318	\$3,145.00	\$0.00
00114632	4/2/1999	9899	Editing VTR, SONY, DSR 60	\$5,344.98	\$0.00
00203481	6/30/2003	0203	WFM/VEC Monitor, TEKTRONIX, 1740A	\$5,190.00	\$0.00
00205281	9/16/2004	0405	Coffee Brewer, GRINDMASTER CORPORATION, RAP-400E	\$1,385.86	\$0.00
00206264	2/15/2005	0405	Server, HEWLETT PACKARD,	\$6,850.00	\$0.00
00208859	4/25/2006	0506	Printer, DELL, 5100CN	\$1,171.00	\$0.00
00208860	4/25/2006	0506	Printer, DELL, 5100CN	\$1,171.00	\$0.00
00212115	1/15/2008	0708	PC, DELL, T3400	\$2,785.57	\$0.00
00212327	4/8/2008	0708	PC, APPLE, MAC PRO	\$4,661.00	\$0.00
00214749	11/3/2009	0910	UBI Duo, ,	\$1,995.00	\$0.00
00214901	11/10/2009	0910	Laptop, DELL, E6400	\$1,432.20	\$0.00
00215210	1/20/2010	0910	Laptop, DELL, E6400	\$1,742.43	\$0.00
00215907	8/24/2010	1011	PC, DELL, T3500	\$2,545.38	\$0.00
00215948	8/24/2010	1011	Laptop, DELL, E6410	\$1,364.19	\$0.00
00216083	9/21/2010	1011	PC, DELL, 780	\$1,087.09	\$0.00
00216115	10/5/2010	1011	PC, DELL, 780	\$1,061.52	\$0.00
00216121	10/26/2010	1011	Laptop, APPLE, MAC PRO	\$2,432.75	\$0.00
00216174	10/7/2010	1011	Laptop, DELL, E6410	\$1,224.69	\$0.00
00216270	12/14/2010	1011	PC, DELL, 980	\$1,553.14	\$0.00
00216499	1/11/2011	1011	PC, DELL, 780	\$1,063.83	\$0.00
00216502	1/11/2011	1011	PC, DELL, 780	\$1,063.83	\$0.00

Asset Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00216623	2/1/2011	1011	PC, DELL, 780	\$1,064.97	\$0.00
00216892	4/28/2011	1011	Laptop, DELL, E6410	\$1,449.59	\$0.00
00217041	5/5/2011	1011	Scanner, KODAK, I1320	\$1,365.00	\$0.00
00217058	5/31/2011	1011	Laptop, DELL, E6410	\$1,421.92	\$0.00
00217246	6/30/2011	1011	PC, DELL, 790	\$1,026.21	\$0.00
00217794	12/6/2011	1112	Scanner, KODAK, I1320	\$1,500.00	\$0.00
00217909	2/2/2012	1112	Laptop, DELL, E6420	\$1,374.93	\$0.00
00217997	3/15/2012	1112	Laptop, DELL, E6420	\$1,360.13	\$0.00
00218014	3/29/2012	1112	PC, APPLE, IMAC	\$1,149.00	\$0.00
00218015	3/29/2012	1112	PC, APPLE, IMAC	\$1,149.00	\$0.00
00218016	3/29/2012	1112	PC, APPLE, IMAC	\$1,149.00	\$0.00
00218017	3/29/2012	1112	PC, APPLE, IMAC	\$1,149.00	\$0.00
00218018	3/29/2012	1112	PC, APPLE, IMAC	\$1,149.00	\$0.00
00218019	3/29/2012	1112	PC, APPLE, IMAC	\$1,149.00	\$0.00
00218020	3/29/2012	1112	PC, APPLE, IMAC	\$1,149.00	\$0.00
00218021	3/29/2012	1112	PC, APPLE, IMAC	\$1,149.00	\$0.00
00218043	3/29/2012	1112	PC, APPLE, IMAC	\$1,149.00	\$0.00
00218278	5/10/2012	1112	PC, DELL, 790	\$1,112.19	\$0.00
00218941	9/25/2012	1213	Laptop, DELL, E6530	\$1,501.49	\$0.00
00219149	11/16/2012	1213	Laptop, DELL, E6430s	\$1,495.00	\$0.00
00219254	11/29/2012	1213	Projector, EPSON, 485WI	\$1,699.00	\$0.00
00219891	6/13/2013	1213	Laptop, DELL, E6430	\$1,375.88	\$0.00
00220317	6/27/2013	1213	Laptop, DELL, E6430	\$1,375.88	\$0.00
00220530	6/30/2013	1213	Laptop, DELL, E6430	\$1,413.88	\$0.00
00220699	6/30/2013	1213	Laptop, DELL, E6430s	\$1,375.88	\$0.00
00220726	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220731	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220732	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220735	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00

Asset Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00220736	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220739	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220740	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220742	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220743	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220744	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220745	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220748	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220749	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220751	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220752	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220753	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220754	7/16/2013	1314	Laptop, DELL, E6430	\$1,499.50	\$0.00
00220903	10/15/2013	1314	PC, HEWLETT PACKARD, 800	\$1,349.00	\$0.00
00220904	10/15/2013	1314	PC, HEWLETT PACKARD, 800	\$1,349.00	\$0.00
00220905	10/15/2013	1314	PC, HEWLETT PACKARD, 800	\$1,349.00	\$0.00
00220906	10/15/2013	1314	PC, HEWLETT PACKARD, 800	\$1,349.00	\$0.00
00220907	10/15/2013	1314	PC, HEWLETT PACKARD, 800	\$1,349.00	\$0.00
00220908	10/15/2013	1314	PC, HEWLETT PACKARD, 800	\$1,349.00	\$0.00
00220909	10/15/2013	1314	PC, HEWLETT PACKARD, 800	\$1,349.00	\$0.00
00220910	10/15/2013	1314	PC, HEWLETT PACKARD, 800	\$1,349.00	\$0.00
00220911	10/15/2013	1314	PC, HEWLETT PACKARD, 800	\$1,349.00	\$0.00
00220912	10/15/2013	1314	PC, HEWLETT PACKARD, 800	\$1,349.00	\$0.00
00221072	11/19/2013	1314	Laptop, DELL, E6430s	\$1,278.10	\$0.00
00221090	11/26/2013	1314	Laptop, DELL, E6430s	\$1,278.10	\$0.00
G00002828	1/31/2002	0102	Betacam Edit Recorder, SONY, UVW 1800	\$7,379.51	\$0.00
G00003847	4/24/2007	0607	Laptop, DELL, D620	\$1,590.75	\$0.00
G00004135	4/7/2009	0809	PC, APPLE, MAC PRO	\$3,810.79	\$0.00
G00004140	4/7/2009	0809	PC, APPLE, MAC PRO	\$3,810.79	\$0.00

Asset Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
G00004164	4/7/2009	0809	PC, APPLE, MAC PRO	\$3,810.79	\$0.00
G00004165	4/7/2009	0809	PC, APPLE, MAC PRO	\$3,810.79	\$0.00
G00004291	11/30/2010	1011	PC, APPLE, MAC PRO	\$3,273.60	\$0.00
G00004293	11/30/2010	1011	PC, APPLE, MAC PRO	\$3,273.60	\$0.00
G00004294	11/30/2010	1011	PC, APPLE, MAC PRO	\$3,273.60	\$0.00
G00004296	11/30/2010	1011	PC, APPLE, MAC PRO	\$3,273.60	\$0.00
G00004298	11/30/2010	1011	PC, APPLE, MAC PRO	\$3,273.60	\$0.00
G00004299	11/30/2010	1011	PC, APPLE, MAC PRO	\$3,273.60	\$0.00
G00004300	11/30/2010	1011	PC, APPLE, MAC PRO	\$3,273.60	\$0.00
G00004302	11/30/2010	1011	PC, APPLE, MAC PRO	\$3,273.60	\$0.00
G00004634	11/8/2011	1112	Music Hard Drive for Mac, , MEGAMIX COMBO	\$1,672.00	\$0.00
94 detail records				\$216,621.32	\$0.00
Economically Unrepairable					
00208864	4/25/2006	0506	Printer, DELL, 5300N	\$1,171.00	\$0.00
00213156	9/2/2008	0809	Water Purification System, MILLIPORE CORPORATION, ZLXS6010Y	\$4,283.43	\$0.00
00221605	5/8/2014	1314	Tablet, MICROSOFT, Surface Pro 2	\$1,299.00	\$0.00
G00003809	3/1/2007	0607	PC, APPLE, MAC PRO	\$3,937.00	\$0.00
4 detail records				\$10,690.43	\$0.00
Grand Total	98 detail records			\$227,311.75	\$0.00