



EXHIBIT "L"

OFFICE OF THE PRESIDENT

Item 5.4.3

PRESENT TO BOARD: MAY 25, 2022
TO: SOUTH FLORIDA STATE COLLEGE DISTRICT BOARD OF TRUSTEES
FROM: THOMAS C. LEITZEL
SUBJECT: ANNUAL FIXED ASSETS INVENTORY

Per South Florida State College Procedure 2074, a physical inventory of all tagged property shall be taken once each fiscal year. The below items were not located during the course of the 2021/22 physical inventory cycle. These items are believed to have been disposed of or traded for replacement equipment.

We request the Board's permission to remove these items from property records. These items were not capitalized when purchased pursuant to college policy. Accordingly, the deletion of these items has no financial impact on the college.

Table with 5 columns: SFSC#, Purchase Date, Description, Last Inv, Cost. Rows include items like Rowe 5900 Vending Machine, Windsor 20" Floor Scrubber, 4000 PSI Pressure Washer, and Cadet Extractor.

SUGGESTED MOTION: Move to approve the deletion of College property from inventory records as presented.