

MISSING PROPERTY REPORT

DATE: 08/16/2019

P.R. # 345-1356

DESCRIPTION CARRY ALL 2017 CA500 GAS CLUB CARDEPARTMENT NORTH PARKS & REC. MAINTENANCECUSTODIAN NO. 128-00PURCHASE DATE: 09/28/2016PURCHASE PRICE: \$9,212.90DEPRECIATED VALUE: \$6,446.90STATUS: STOLEN

EXPLANATION: Sometime between 3:00 pm on August 1, 2019 and 6:30 am on August 2, 2019, a Club Car values at \$ 6,446.90 (Property Record # 345-1356) was stolen from the maintenance shed at Cuyler Park, 2329 Harry T. Moore Avenue, Mims, FL 32754. A Brevard County Sheriff's Office Case Report # 2019-00282217 was filed on August 2, 2019 when the burglary was discovered and the club car was missing. See attached Brevard County Sheriff's Office Case Report and Parks & Recreation Incident Report (PR-107).

OUTLINE MEASURES TO ENSURE THE FUTURE SECURITY OF COUNTY PROPERTY:

Staff has been instructed on Property Loss reporting, Inventory Control and Park Security. The maintenance shed at Cuyler Park has been fenced with a locking chainlink gate for employee only access. Future plans are to purchase a maintenance shed type building and locate to a highly visible, lighted location near the Community Center for equipment storage. The roll-up access door will also be secured through a chainlink lockable gate.

POLICE NOTIFIED: YesIF YES, CASE NO. 2019-00282217DEPT. DIRECTOR NAME (PRINTED) MARY ELLEN DONNERSIGNATURE Mary Ellen Donner 8/27/19CUSTODIAN NAME (PRINTED) JEFF DAVIS JRSIGNATURE Jeff Davis Jr

CUSTODIAN DELEGATE (PRINTED) _____

SIGNATURE _____

DATE 08/26/2019

TO BE COMPLETED BY ASSET MANAGEMENT

- ☒ FIRST NOTICE
☐ SECOND NOTICE
☐ FINAL NOTICE

REPLY BY : Ten (10) Working Days :
REPLY BY : Five (5) Working Days :

NO RESPONSE WAS RECEIVED FROM THE DEPARTMENT. THIS PACKAGE HAS BEEN FORWARDED TO THE COUNTY MANAGER'S OFFICE.