

Administrative Order



Administrative Order No.: 4-43

Title: Animal Trades and Sales

Ordered: 7/23/1991

Effective: 7/23/1991

AUTHORITY:

Section 4.02 of the Metropolitan Dade County Charter. Resolution R-1030-78.

SUPERSEDES:

Administrative Order 4-43 adopted February 21, 1984.

POLICY:

Department directors may authorize animal trades/sales in which the appraised value of surplus animal (s) does not exceed \$500. The County Manager, upon recommendation of department director, is hereby authorized to approve trades/sales of animals in which the appraised value of the animal(s) involved exceeds \$500, but does not exceed \$10,000. In the case of Metrozoo, the County Manager may execute such transactions to an appraised value of \$40,000.

ACCEPTABLE TRADE/SALE COMPONENTS:

These transactions may involve cash, animals, future credits, equipment (including vehicles), materials or associated costs (as animal transportation). Any credits or debits resulting from trades of unequal value may also be satisfied by future transactions of similar nature.

PROCEDURE:

Initiating Action:

The appropriate division head shall prepare the "**Animal Trade or Sale**" form and estimate the value of the animal(s) involved based upon current recognized industry values, and forward same to the Department Director.

Approval Procedure:

The department director shall enter his recommendation on the form and, if valued in excess of \$500, forward same to the County Manager.

Execution:

The division head will then proceed with the transaction only after approved by the department director or County Manager, as appropriate.

Master List:

The Department will keep a master list of all transactions, including the basis for appraised values.

This Administrative Order is hereby submitted to the Board of County Commissioners of Dade County, Florida.

Joaquin G. Aviñó, P.E., P.L.S.
County Manager

ANIMAL TRADE OR SALE

Pursuant to Administrative Order No. 4-43, authorization is hereby granted to trade or sell the animal(s) listed below with

Name of individual or organization

Address

<u>Trading or Selling</u>		<u>Receiving</u>	
Animal	Value	Item	Value

Explanation: _____

Valued by

Division Head

Date

Recommended by

Department Director

Date

Approved by

County Manager

Date