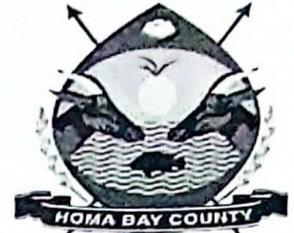




REPUBLIC OF KENYA

COUNTY GOVERNMENT OF  
HOMABAY  
HOMA BAY TOWN MUNICIPALITY



HOMA BAY COUNTY

9<sup>th</sup> August 2024

TO  
ALL BOARD MEMBERS  
Dear Commissioners

RE; NOTICE OF MEETING

Article 17(1) of Urban area and Cities Act provide for the Board Meeting to transact the business of the Board.

This is therefore to invite all members for a meeting for a meeting scheduled on Friday 16<sup>th</sup> August 2024 at 10:00Am. At the Municipal Board Room to conduct the genera Business of the Board.

AGENDA

1. Preliminary
2. Approved Budget &Deliberation
3. A.O.B.

I wish to take this opportunity to welcome you all

MARK OKETCH  
MUNICIPAL MANAGER

HOMABAY COUNTY.



GOVERNMENT OF KENYA

**HOMA BAY MUNICIPALITY**  
**OFFICE OF THE MUNICIPAL MANAGER**  
**P.O BOX 469- 40300**  
**HOMABAY**  
**Email: municipalityhomabay@gmail.com**



HOMA BAY COUNTY

DATE: 16<sup>TH</sup> AUGUST 2024

**MINUTES FOR THE PROPOSED FINANCE COMMITTEE MEMBERS OF THE MUNICIPAL BOARD**  
**MEETING HELD ON 16<sup>TH</sup> AUGUST, 2024 AT MUNICIPAL OFFICE**

**MEMBERS PRESENT**

1. Geoffrey O. Nyasuda	Commissioner-Municipal Board	Chairman
2. Esther Okello	Commissioner- Municipal Board	Member
3. Dorothy Ochieng	Commissioner- Municipal Board	Member
4. Fredrick O. Warega	Physical Planner-Municipality	Ag. CEO
5. Robinson Otieno	Procurement Officer-Municipality	Ag. Secretary
6. Collins O. Okoth	Commissioner- Municipal Board	Member
7. Mark Oketch	Municipal Manager	Secretary

**AGENDA**

1. Introduction
2. Approved Budget & Plan Deliberations
3. A.O.B

**MINUTE: 1/16/8/2024 INTRODUCTION**

Meeting came to order by a word of prayer from brother Robinson Otieno at exactly 10:30Am.

Thereafter, members did self-introduction through chair, followed with an introductory speech by chairman on the role of Finance Committee and related matters on financial budget of the Homa Municipal Board.

**MINUTE: 2/16/8/2024 APPROVED BUDGET & PLAN DELIBERATIONS**

Chairman invited County Physical Planner, Mr. Fredrick O. Warega to explain the overview outline of the approved financial budget as well as the necessary plans in place.

The following areas were keenly explained by Physical Planner regarding the approved budget for the Homa Bay Municipality;

- ✓ Total allocation for Homa Bay Municipality stands at Ksh.78,617,779
- ✓ Recurrent allocation for Remunerations and Office Operation stands at Ksh.29,756,691
- ✓ Total Development projects captured at Ksh.48,861,088
- ✓ Development key projects for the financial year 2024/2025 is outlined as follows;
  - Purchase and installation of street lights (KUSP-UDG) at ksh.37,861,088

- Construction of Bus-park at ksh.5,000,000
  - Acquisition of land for Cemetery at Ksh.4,000,000
  - Other infrastructural works (pending Bill) at Ksh.2,000,000
- ✓ That capacity building and workshop training of board members has been captured under UIG doner fund and further noted that the project implementation team through Cog is working closely to ensure the implementation of the CUTEs
  - ✓ Cuntly Physical Planner also confirmed to the committee that Municipality is currently having all Technical Staffs therefore putting the municipality in clear and standard position to effectively implement and foster any development projects.

Committee Members made a concern that the budget allocation is not enough for effective Office Operation and a proposal for an upward increment in the next financial budget is dimmed necessary.

Financial Committee fully agreed to follow-up to ensure effective and efficient Commitment of all funds in respect to vote heads especially recurrent and development.

Finance committee members fully agreed to do a follow-up to ensure effective implementation and execution of departmental Projects in a timely manner.

#### **Recurrent Vote Deliberations**

The finance committee made the following Proposals to be considered for implementation in next financial budget under Remuneration of staffs and Office Operation.

- ✓ Board Allowance has not been enough which is a key concern that has been raised through Managers Office by board members and just a follow-up to be made.
- ✓ Board committee proposed and requested that all reinforcement officers to be under Municipality and answerable to Manager directly. A follow-up be made through Managers Office together with Municipal Board Members to concerned department.
- ✓ Proposal for provision of security personnel to Managers Office,-Board members to follow-up to ensure order, effectiveness and efficient implementation and fostering of Municipal policies within Municipal Office.
- ✓ A proposal for County government to provide and facilitate capacity building of Municipal staff instead of relying on donor funding model for the exercise.
- ✓ A member requested the Municipal Accountant to explain in their next meeting if board training programs are captured under the Recurrent Vote.
- ✓ Committee member requested the Municipal Manager to work within His Reach in ensuring payment of legal pending bills within Municipality as per the budgetary Allocation.

#### **Development Vote Deliberations**

Finance Committee confirmed the allocation of resources both for UDG project and county funded project, thereafter approved the projects citing the following recommendation to be considered before the implementation of the key Municipal Projects;

- ✓ A member proposed and recommended that the project implementation team to consider all boundaries within municipality to benefit from the donor funding projects not only the CBD area (Diversification of benefits)
- ✓ A proposal by committee member of consideration of all Pathways/minor roads within Municipality are equipped with proper streetlights to enhance security.
- ✓ Member noted that there was a resolution in other meetings to have Municipal color which is blue and white being painted in all buildings within the town to maintain sanity and order.
- ✓ A member recommended that all departmental projects be Implemented within time to meet the laid timelines.
- ✓ A member proposed Purchase and installation of Anti-theft or theft prove Solar lights, referring to the current situations with high rate of theft on the solar lights.
- ✓ A member advised that Municipality to collaborate with other department in coming up with projects to avoid duplication of projects.

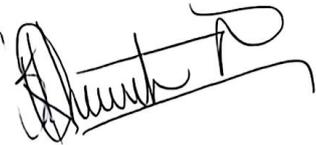
**MINUTE: 3/16/8/2024 A.O.B**

- Committee member proposed that Municipality should be operating independently without relying on other departments that is functions and resources to be transferred fully to enhance effective implementation and execution of key development projects- Municipal Board Members to influence through right channel.
- Municipal Manager to reorganize and restructure the policies and plans through Human Resource to ensure order of operation.
- Consideration of business cards for all Board members -Physical Planner to follow up with respective officer.
- Minutes of the Budget/Finance committee to be read in the next meeting.

Being no any other business, the meeting stayed Adjourned by a word of prayer from Commissioner Esther Achieng at 12:30Noon

Minutes Prepared and Confirmed by;

Signed



.....  
COMMISSIONER GEOFFREY O. NYASUDA  
CHAIRMAN



.....  
ROBINSON OTIENO  
AG. SECRETARY

**MINUTES OF THE BOARD OF HOMABAY MUNICIPLALITY HELD ON 6/9/2024 AT THE MUNICIPAL BOARDROOM**

**ATTENDEES**

- |                     |                   |
|---------------------|-------------------|
| 1. ANTIPAS NYAMBOK  | BOARD CHAIR       |
| 2. DORCAS ODADA     | VICE CHAIR        |
| 3. MARK OKETCH      | MUNICIPAL MANAGER |
| 4. DOROTHY OCHIENG' | BOARD MEMBER      |
| 5. COLLINS OKOTH    | BOARD MEMBER      |
| 6. ESTHER ACHIENG'  | BOARD MEMBER      |
| 7. AULGHA BAJA      | BOARD MEMBER      |
| 8. GEOFREY NYASUDA  | BOARD MEMBER      |
| 9. CHARLES OWILI    | BOARD MEMBER      |
| 10.CHARLES OBONDO   | CHIEF OFFICER     |

X

NUMBER	DESCRIPTION	ACTION
MIN/1/09/2024	<p><b>INRODUCTION</b></p> <p>The chair called the meeting to order at 10:25Am.And opening prayer was offered by Commissioners Nyasuda.There was self-introduction from all the members</p>	
MIN/2/09/2024	<p><b>OPENING REMARKS</b></p> <p>The Chair then welcomed the members that had come by then and thank the Committee Members who came for the meeting.i.e. Finance and Technical. He commended them for the good deliberation.</p>	<b>ALL TO NOTE</b>

<p><b>MIN/3/09/2024</b></p>	<p><b>READING AND CONFIRMATION OF PREVIOUS MINUTES</b></p> <p>The previous minutes were confirmed as true records of what transpired and proposed by Comm.Dorothy and seconded by Comm.Esther</p>	
<p><b>MIN/4/09/2024</b></p>	<p><b>MATTER ARISING FROM THE PREVIOUS MINUTE</b></p> <p>Officer space for the staff was not ready as the Governor promised. She informed the chair to wait for the officers at Arujo to be ready. KUSP II minimum condition wants the Finance Ministry to Municipality powers to collect revenue          Latrine being constructed at the park should be brought to attention of the CECM.          Enforcement Officers and the workers of the parks should be managed by the Municipality</p>	<p><b>COMM NYASUDA AND DOROTHY</b></p>
<p><b>MIN/5/09/2024</b></p>	<p><b>COMMITTEE REPORT</b></p> <p>The by-laws were to be ready for all the Board Members to be taken through before they proceed to the County Assembly, then the public participation was to be done at a stipulated date by the Attorney.          No money was allocated for the fencing of the market in this year budget.          The board recommended that money should be factored during the supplementary Budget for the market fencing.          A notice to the contractor over the intention to stop him from the work.          Request for more allocation to the Municipality during the budget, to cater for the Board Allowances.          Technical team should meet again over the Market fencing before the Board meeting.          There was need for the Board to meet with the Director Inspectorate.</p>	<p><b>CECM LHPPUD, Comm. Nyasuda&amp;Dorothy Baja</b></p>

<p><b>MIN/6/09/2024</b></p>	<p><b>BUDGET APPROVAL</b></p> <p>After deliberations over the budget, the Board approved the budget of 2024-2025 in its totality as follows;</p> <p>The total allocation for the Homabay Municipality stands at 78,617,779.</p> <p>Recurrent is 29,756,691. This included the salaries and general office operations.</p> <p>Development is at 48,861,008.</p> <p>Purchase and Installation of street lights (KUSP-UDG) at Kshs. 37,861,085.</p> <p>Construction of bus parks at cost of Kshs. 5,000,000.</p> <p>Acquisition for land for Cemetery at cost of Kshs. 4,000,000.</p> <p>Other Infrastructure works (pending Bill) Kshs. 2,000,000.</p> <p>The Board agreed to have an emails address for Municipality where all the activities done within the Municipality are being posted.</p> <p>This may act as a link between the Municipality and other partners due to clear channel of communication, as a result, all members were required to possess a card bearing the Email addresses.</p>	<p><b>ALL TO NOTE</b></p>
<p><b>MIN 7/09/2024</b></p>	<p><b>OTHER COMMITTEES</b></p> <p>The Board agreed to have both Technical and gender committees to meet and have a discussion over having a friendly and conducive environment within the Municipality, which includes;</p> <p>The toilets favorable for people with Disability</p> <p>Prioritizing the gender issues in the Municipality such as setting aside place for breast feeding mothers within the Markets.</p>	

<p><b>MIM 8/09/2024</b></p>	<p><b>WELFARE</b></p> <p>There was need for having a strong welfare which will cater for all the members within the Municipality, in that regard, Commissioner Collins was proposed to be the chair. And Commissioner Dorothy Achieng' as the Secretary respectively</p>	
<p><b>MIN 9/09/2024</b></p>	<p><b>CLOSING REMARKS</b></p> <p>The Chair then thanked all the members for turning up for the meeting and emphasized that all was discussed and reached upon should be put into practice.</p> <p>Being no any other business, the meeting was adjourned at 1: 00pm. With a word of prayer from Comm.Olgah Baja.</p>	

Confirmed By.....  Secretary

Sign .....



Confirmed By.....  Chairman

Sign .....

**MEETING OF THE BOARD MEMBERS HELD ON 20<sup>th</sup> DECEMBER 2024 AT  
HOMABAY TOWN MUNICIPALITY OFFICE.**

**Members Present**

- 1. ANTIPAS NYAMBOK-----CHAIRMAN
- 2. DORCAS YOGE ODADA-----VICE- CHAIR
- 3. CHARLES OBONDO -----CHIEF OFFICERS
- 4. ESTHER A. OKELLO-----MEMBER
- 5. AULGAH B. DIMO -----MEMBER
- 6. OTIENO COLLINS OKOTH-----MEMBER
- 7. DOROTHY ACHIENG-----MEMBER
- MARK OKETCHI-----MUNICIPAL MANAGER
- CHARLES O. OWILLI-----MEMBER
- 8. GEOFREY NYASUDA-----MEMBER

NUMBER	DESCRIPTION	ACTION
MIN 1/12/2024	<p><b>INTRODUCTION</b></p> <p>The Chairman called the meeting into order at 10:00am, followed by a word of prayer from Commissioner Aulga Bajah. The chair then welcomed all the members and thanked them for their commitment.</p>	ALL
MIN 2/12/2024	<p><b>READING AND CONFIRMATION OF THE PREVIOUS MINUTES</b></p> <p>The previous minutes were confirmed as the true records of what transpired. It was proposed and seconded respectively by Comm. Aulga and Dorothy.</p>	ALL
MIN/3/12/2024	<p><b>MATTERS ARISING</b></p> <ul style="list-style-type: none"> <li>• The technical Committee never met to discuss about the bus park and the Market especially over the missing file meant for the bus park</li> <li>• The members were waiting for the Executive order regarding the transfers of functions from the</li> <li>• It was agreed that the Board members should have Cards bearing their details.</li> </ul>	ALL

- There was need for the Board to do proposal for resources to enable them do their functions well.

**DESCRIPTION**

- The Board members had a plan to make a visit to the Governor, the task was left for the chair and the Team to organize for the visit
- There was need to offer support to the sick and bereaved members amongst us through the welfare.
- The welfare officials were tasked to create a wall for the same.
- In addition to that Comm. Collins thanked the members for standing with him during the bereavement period.

**MIN 4/12/2024 THE BY-LAWS**

**ALL**

The members discussed the arrangements of the by-laws presented from the Attorney office and realized that, there was need to incorporate other areas that might have been omitted by the team. i.e

- Noise and excessive vibration by Laws
- Need to register churches within Town.
- By-laws on Municipality color
- Beaches within the Municipality by-laws.

**RESOLUTIONS**

- Members agreed in one accord that the board should come up with a budget which would steer head the by-laws process hence making it functional.
- There was a need to discuss the same with the Governor.
- We also agreed to do a proposal to partners which would later for the by-laws. Commissioner Dorothy was tasked to team up with the Manager over the same

**MIN 5/12/2024**

**KUSP ASSESMENT REPORT**

- All the Minimum conditions were met except the NEEMA Certificate which is still pending and has not been issued to the Assessor.

MIN/6/12/2024

- The members thanked the Manager for working Tirelessly in ensuring that all the conditions were met, since this would enable the Municipality to get the funding from the World Bank.
- The members resolved to meet and plan on how they will meet the Governor, which was to be after January 2025
- Among the agendas they planned to table before the Governor, was the issue of the Board allowances.
- The members also agreed to manage their time effectively during the Board meetings.
- A write up to be prepared as we meet the governor explaining our wishes as the board.
- There being no other business, the meeting came to an end with a word of prayer from Commissioner Esther.

Minutes Prepared and Confirmed by:

Signed



ANTIPAS NYAMBOK,  
CHAIRMAN



MARK OKETCH  
MUNICIPAL MANAGER

6 DEC 2024



GOVERNMENT OF KENYA

**HOMA BAY MUNICIPALITY**  
**OFFICE OF THE MUNICIPAL MANAGER**  
**P.O BOX 469- 40300**  
**HOMABAY**  
Email:municipalityhomabay@gmail.com



HOMA BAY COUNTY

16<sup>th</sup> December, 2024

TO

ALL BOARD MEMBERS

Dear Commissioners



**NOTICE OF MEETING**

Article 17(1) of Urban area and cities Act provide for the Board Members to transact the business of the Board.

This is therefore to invite all members for a meeting scheduled on Friday 20<sup>th</sup> December, 2024 at 0900hrs. At the Municipal Board Room to conduct the general Business of the Board.

**AGENDA**

1. Prayers
2. Previous Minutes
3. By-Laws
4. KUSP Assessment Report
5. Any other Business

I wish to take this opportunity to welcome you all



Yours Faithfully,



.....  
**MARK OKETCH**  
**MUNICIPAL MANAGER- HOMABAY MUNICIPALITY**

**MINUTES OF MUNICIPAL BOARD MEETING HELD AT THE MUNICIPALITY OFFICE ON 17<sup>TH</sup> APRILS 2025 AT 09:30 HRS.**

**PRESENTS**

- |                          |                   |
|--------------------------|-------------------|
| 1. MR. SIGAR AGUMBA      | MUNICIPAL MANAGER |
| 2. MR. ANTIPAS NYAMBOK   | CHAIRMAN          |
| 3. MR. CHARLES OBONDO    | MEMBER            |
| 4. MR. DORCAS ODADA      | V/CHAIRMAN        |
| 5. MR. COLLINS OKOTH     | MEMBER            |
| 6. MDM.AULGAH BAJAH DIMO | MEMBER            |
| 7. MR. CHARLES OWILI     | MEMBER            |
| 8. MDM.DOROTHY OCHIENG   | MEMBER            |
| 9. MDM. ESTHER OKELLO    | MEMBER            |
| 10. MR. GEOFREY NYASUDA  | MEMBER            |

**AGENDAS**

1. Opening Prayer *Prayer and Introduction*
2. Matters arising
3. Development Control
4. Madaraka Day Preparation
5. Municipal By-Laws
6. Senate Audit Meeting
7. Matters of Concern
8. A.O.B
9. Adjournment

**MIN 1/4/2025: OPENING PRAYER.**

The meeting was called to order with a word of prayer led by Mr. Collins Okoth. The chairman welcomed all the Board Members present and thanked them for attending.

After welcoming, the Manager gave a brief introduction of himself, highlighting his previous experience as a Municipal Manager before joining Homabay Municipality in his current role.

### **MIN 2/4/2025 MATTERS ARISING**

The Vice Chair noted that the meeting with the Governor involved only the Board Chair and not the entire Board.

Commissioner Nyasuda raised the issue of reviving the discussion on issuing Board Identification cards

A Commissioner informed the Board that KES 2M had been allocated by the County Government to support the implementation of the by-laws.

Commissioner Dorothy requested a correction of her name, stating it should be Dorothy Achieng as previously indicated.

The Board approved the installation of street lights to enhance safety and visibility within the area.

The Board requested the appointment and deployment of additional technical staff and enforcement officers.

### **MIN 3/4/2025: ENGAGEMENT OF CONTINENTAL AMBASODORS**

The Manager informed the Board of the need to engage various partners from different urban development entities across the continent. The Board reviewed and approved the proposal, granting the Manager the go ahead to proceed.

A number of suitable partners have already been identified, and efforts are ongoing to engage even more in the near future.

### **MIN 4/4/2025 :RESPONSE TO THE REPORT OF THE AUDITOR GENERAL**

The Manager informed the members that the Homabay Municipality and HOMA WASCO appeared before the senate to respond to audit queries on Homabay Municipality financial statements for the year ended 30<sup>th</sup> June 2024.

All Municipalities were guided by her Excellency the Governor during the session.

The Manager of Homabay Municipality represented the Municipality as the Accounting Officer.

### **MIN 5/4/2025: IDENTIFICATION OF MUNICIPAL COLOUR**

It was decided that the Municipality's official colors will be white, orange, and navy blue, with orange and white as the dominant colors. These will form part of the Municipal emblem and identity. The Board approved the color scheme and requested the Manager to engage a design expert to develop sample logos incorporating these elements for consideration.

### **MIN 6/4/2025 :DEVELOPMENT CONTROL:**

It was agreed that the Municipality should develop a policy plan to guide zoning, property planning and land Management. The Municipality needs to be clearly designated into businesses, residentials, and hospitality(hotels) zones<sup>es</sup> to ensure organized development.

Additionally, the Municipality should be empowered to carry out development approvals and land use planning. It was resolved that the Chairperson should write a letter to the CECM Lands, Housing and Physical Planning, requesting that the matter be presented to the County Executive Committee for cabinet approval.

### **MIN 7/4/2025 :MADARAKA DAY PREPARATION**

Here is a general outline of the types of issues typically discussed during a roundtable meeting in preparation for Madaraka day celebrations, along with their possible deliberation.

#### **Control of Roaming animals**

It was reported that the Municipality had requested relevant departments to ensure that all roaming animals within the urban area are contained

The Members noted the need for stricter enforcement and community sensitization on animals control measures.

#### **Awareness on Illegal Structure**

The roundtable was informed that there is a growing concern over the construction of illegal structures in undesignated areas, particularly on road reserves and within Modern Market. It was agreed that public awareness campaigns should be intensified to educate the public on legal implications and encourage voluntary removal of such structures.

#### **Regulation and mushrooming Churches and Noises Pollution**

Concern was raised regarding the rapid increase in unregulated churches and the resultant noise pollution. The Municipality stated that the measures would be put in place to ensure compliance with noise control regulations and urban zoning laws.

#### **Trader Engagement on Waste Management**

It was observed that traders need to be encouraged to take a more active role in a proper waste disposal. The Municipality emphasized the importance of conducting regular sensitizing programs on waste management to promote hygiene and environmental responsibility in trading areas.

### **MIN 08/4/2025 :MUNICIPAL BY-LAWS**

It was reported that HomaBay Municipality is currently developing a local Physical and Land Use Development Plan (Spatial Plan). The initiative is being supported through sponsorship by Akiba Mashinani Trust. The plan is expected to guide future land use, Zoning, and sustainable Urban development within the Municipality.

The Manager informed the meeting that draft Municipal by-laws had been developed. He reported that an engagement workshop on the policy would be conducted to gather stakeholder input. This would be followed by a validation process, after which the final document would be submitted to the Assembly for approval.

### **MIN 09/4/2025 :DEVELOPMENT CONTROL**

The Physical Planner informed the members that the development control process had commenced in April 2024. A letter had been drafted and submitted to the CECM, inquiring about the delay in transferring development control to the Municipality through a gazette notice.

He further noted that the former Municipal Manager had previously followed up on the matter, but no action had been taken to date.

The Accountant expressed concern over the lack of a concrete report on development control from both the Technical Committee and the Board, which had led to numerous queries from the Auditors.

### **MIN 10/4/2025 :A.O.B**

The Homabay Municipality should be given greater visibility during Madaraka Day and other forthcoming events.

It was recommended that the Municipality be granted access to the revenue output generated by the system to enhance transparency and support local development initiatives.

To ensure the effective functioning and sustainability of the Municipality, it is proposed that a designated percentage of the revenue income generated be allocated to support its daily operations and service deliver.

It was recommended that the Board be provided with branded attire to ensure uniformity and promote the institutions identity during official functions and public events.

It was proposed that the Board convene regular public forums involving representatives from the trade and professional sectors, along with other key stakeholders, to encourage open dialogue, foster collaboration, and ensure that diverse perspectives are considered in the boards planning and operations.

**MIN 11/4/2025 :ADJOURNMENT**

The meeting was concluded with appreciation for the active participation of all members. Emphasis was placed on timely implementation of the board's directives, particularly regarding staff deployment and audit accountability. The Chair thanked everyone for their continued commitment and collaboration.

There being no other business, the meeting was adjourned at 1:30 a.m.

SIGNED

CHAIRMAN: *Antipas Nyambok*

Name: Mr. ANTIPAS NYAMBOK

Date: 22/04/2025

SECRETARY: *C. G. ...*

Name: MUNICIPAL MANAGER

Date: 22 APR 2025





GOVERNMENT OF KENYA

# HOMA BAY MUNICIPAL BOARD

OFFICE OF THE MUNICIPAL MANAGER  
P.O BOX 469- 40300  
HOMABAY

Email: [info@homabay@gmail.com](mailto:info@homabay@gmail.com)



HOMA BAY COUNTY

28<sup>TH</sup> MARCH, 2025

**TO:**  
**ALL MUNICIPALITY BOARD MEMBERS**

Dear Commissioners

**RE: NOTICE OF MUNICIPAL BOARD MEETING**

In accordance with Article 17(1) Of the Urban areas and Cities Act, that provide for the Board Meeting to transact the business of the Municipality Board, you are hereby invited to attend the upcoming Homa Bay Municipal Board Meeting scheduled for 17<sup>th</sup> April, 2025 at 10.00am at the Municipal Board Room.

**AGENDA**

1. Preliminaries and Confirmation of Previous Meeting Minutes
  - Opening Prayer
  - Confirmation of the minutes of the previous meeting
2. Matters Arising from the Previous Meeting
3. Introductions
  - Statement by the Board Chair
  - Introductory Statement by the New Municipal Manager
4. Preparation for Madaraka Day Celebration
  - Planning and Coordination
  - Roles and Responsibilities
5. Building and Restoration of Urban Order
  - Urban aesthetics
  - Street vending and zoning
  - Enforcement strategies
6. Report on the Current Financial Year 2024/2025 Performance Overview
  - Development Expenditure
  - Recurrent Expenditure

4  
7. Report on the Financial Year 2025/2026 Public Participation Process  
- Key proposals and feedback summary

8. Report on the Urban Business Sector Stakeholder Engagement Framework  
- Highlights from the Naivasha Workshop

9. Any Other Business (A.O.B)

Your presence and participation are highly valued and will contribute significantly to the decision-making process and overall governance of the municipality.

Yours faithfully,

  
~~23 MAR 2025~~  


**MR. SIGAR AGUMBA**  
**MUNICIPAL MANAGER**  
**HOMA BAY MUNICIPALITY**



**MEETING OF BOARD MEMBERS HELD ON 18<sup>TH</sup> FEBRUARY 2026 AT HOMA BAY TOWN**

**MUNICIPAL OFFICE**

**MEMBERS PRESENT**

1. ANTIPAS NYAMBOK	BOARD CHAIRPERSON.
2. DORCAS ODADA	VICE CHAIR (PRIVATE SECTOR REPRESENTATIVE).
3. SIGAR AGUMBA	MEMBER (MUNICIPAL MANAGER).
4. DOROTHY OCHIENG	MEMBER.
5. COLLINS OKOTH	MEMBER.
6. ESTHER ACHIENG	MEMBER.
7. AULGAH BAJA	MEMBER.
8. GEOFFREY NYASUDA	MEMBER.
9. CHARLES OMONDI OWILLI	MEMBER.
10. CHARLES OBONDO	MEMBER (CHIEF OFFICER).

**AGENDA**

1. Introduction
2. Matters arising
3. Adoption of Homa Bay Municipality Climate Risk Profile.
4. Adoption of Gender Engagement Framework.
5. Private Sector Engagement Framework.



**MIN 1/02/2026: PRELIMINARY**

The chairman called the meeting to order at 11:00Am after a prayer by a member. He emphasized the importance of keeping time and at the same time talked about having meetings regardless of financial constraints. The meeting proceeded with introduction of all members present.

**MIN 2/02/2025: PREVIOUS MINUTES**

The minutes were read and later confirmed and seconded by Commissioner Charles Owili and Commissioner Dorothy respectively, as the true records of the previous minutes.

**MIN 3/02/2026: MATTERS ARISING FROM THE PREVIOUS MEETING**

The members wanted to know the status of the municipality preparedness for Kenya Urban Support Program two Assessment.

**MIN 04/02/2026: Adoption of The Municipality Climate Risk Profile.**

The municipal environment officer took the board members through the document. Having gone through and understood the document, the board members approved the adoption of the Climate Risk Profile for Homa Bay Municipality.

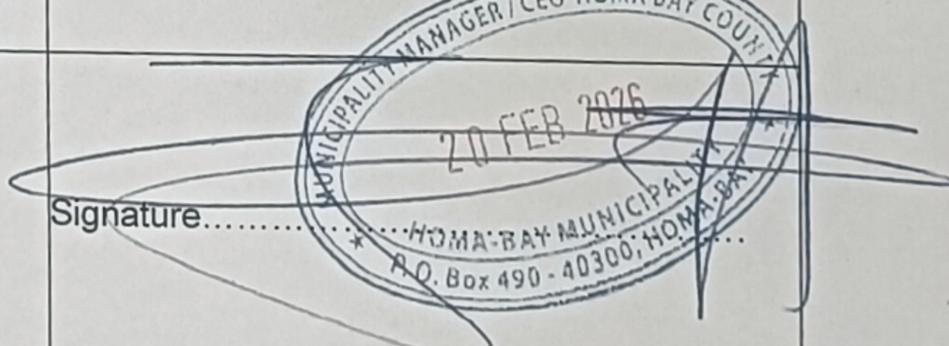
**MIN 05/02/2026: Adoption of the Municipality Gender Engagement Framework.**

Having read through the Gender engagement Framework, the board members approved the framework for adoption by the municipality.

**Min 06/02/ 2026: Private Sector engagement framework.**

Having gone through the document ,the board members agreed that the document should be taken to the cabinet for approval.

**Confirmations**

Name: <b>Sigar James Agumba</b>	Designation: <b>Municipal Manager</b>
Date: <i>20/02/2026</i>	Signature: 
Name: <b>Antipas Abdallah Nyambok</b>	Designation: <b>Municipal Board Chairperson</b>

*Stamp: MUNICIPALITY MANAGER / CEO - HOMA BAY COUNTY, 20 FEB 2026, HOMA BAY MUNICIPALITY, P.O. Box 490 - 40300, HOMA BAY*

Date: 26/2/2026

Signature: Amal K