



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: 16TH AUGUST 2024

MINUTES FOR THE PROPOSED FINANCE COMMITTEE MEMBERS OF THE MUNICIPAL BOARD
MEETING HELD ON 16TH 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.

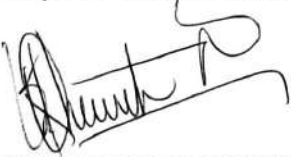
MINUTE: 3/16/8/2024 A.O.B

- 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



REPUBLIC OF KENYA

**COUNTY GOVERNMENT OF HOMA BAY
HOMA BAY MUNICIPAL BOARD SERVICE**

P.O BOX 469-40300

HOMA BAY



HOMA BAY COUNTY

**MINUTES OF THE HOMA BAY MUNICIPAL TECHNICAL TEAM COMMITTEE
MEETING HELD ON 24TH MAY, 2024 AT HOMA BAY MUNICIPAL MANAGER'S
OFFICE 8:00 AM.**

MEMBERS PRESENT

- | | | |
|-----------------------------------|----------------------|-------------|
| 1. MR. CHARLES OMONDI OWILI | COMMISSIONER | (CHAIR) |
| 2. ENG. LINDA OTIENO | ENGINEER | (MEMBER) |
| 3. MR. GEOFFREY.O. NYASUDA | COMMISSIONER | (MEMBER) |
| 4. MR. ROBINSON OTIENO | S.C.M.O MUNICIPALITY | (SECRETARY) |
| 5. MODI BRIAN | ADMIN | (MEMBER) |
| 6. JECINTER OTIENO | MANAGER'S SEC. | (MEMBER) |
| 7. DORCAS ODADA -VICE CHAIRPERSON | | |
| 8. DOROTHY OCHIENG'-COMMISSIONER | | |
| 9. MARK OKETCH -MANAGER | | |

AGENDA

1. Project Completion Assessment report
2. A.O.B

MIN 1/24/5/2024: INTRODUCTION

The meeting was officiated by a word of prayer from Brian Modi at 9:20 AM. After which the Technical Team did self-introduction as guided by the Chair.

MIN 2/24/5/2024: FENCING OF THE MUNICIPAL MARKET AND REHABILITATION OF BUS PARK

PROPOSED FENCING OF MUNICIPAL MARKET-TENDER NO:HB/HBMB/KUSP/001/2021-2022

Eng. Linda gave a brief history of the project and brought into attention of members the following findings from the stalled project (fencing of the market)

- i. There has been constant dispute between contractor and supplier at their personal arrangement leading to slow performance and unnecessary delay of work.
- ii. That contract is void by January, since completion date as per the document was to be 27th May 2023.

- iii. Defects liability period came to an end.
- iv. Retention of 2million to cover for taxes and PMC since contractor did not surrender as per PMC.
- v. That contractor has been paid 1st Interim certificate a sum of 8million. A retention fee of 2million to cover for taxes and unrendered PMC and a sum of 4million should be paid for the work done after the 1st interim payment to date, Therefore, the site Eng. Together with Technical Team proposed the retendering of the project at 7,730,981.82 million for the remaining works. i.e. $(21,730,981.82 - 8,000,000 - 2,000,000 - 4,000,000 = 7,730,981.82)$
- vi. Site Eng. Further added that Governor and county director of procurement also advised the termination of the contract and readvertisement so as to complete the stalled project since the contract period is long overdue.
- vii. The technical oversight team also did a joint inspection for the stalled project and came into conclusion for termination and retendering of the proposed fencing and Gabion protection project.
- viii. Site Eng. Requested more time to quantify and give a comprehensive report for the Bus Park project before any further discussion on the same.

MIN 3/24/5/2024: PROPOSED FENCING OF ANIMAL HOLDING SITE

A member gave brief introduction on essence of having animal holding site and reasons why its important to have one as a municipality.

The members of technical board together with the technical staff gave remarks on the same in support of having such proposal.

The commissioner in support proposed the following to be put into consideration in formulation, implementation and execution of such project.

- i. The site should be properly identified in a manner to suggest the ownership of the holding land/site and the land number be known before the implementation of the project.
- ii. There should be provision of installation materials especially for the supply and installation of concrete polls and long bracket polls i.e. addition of balanced, sand and cement in the budget to facilitate the installation.
- iii. Technical member from the board also proposed that PMC to be factored in BOQ for effective and efficient project assessment and analysis, since the commissioners from the board will be an oversight inspection team for the proposed project.
- iv. A member proposed provision of security light, standard high raised and closed gate and security personnel attached. Since the pounded animals might be stolen from site without municipal knowledge and that might have diverse impact.
- v. A member proposed provision of animal feeding yards and water since the animals might stay for even more than a day and since they have right to eat.
- vi. Members agreed that the formation of By-Laws should include the clear outline of the animal holding guidelines, rules and regulations for effective operation.
- vii. Technical Eng. Promised to work on the BOQ and share it with the team before next scheduled meeting.

MIN 4/24/5/2024: MUNICIPAL BY-LAWS

A technical board member proposed that the technical team to wait for the completion of the Municipal by-laws by attorney which is 98% so as to discuss further when the document is with the team.

All members seconded the proposal and agreed to wait until the by-laws are ready in order to convene a special sitting to exclusively discuss the necessary adjustments on arrears of concern in comparison and come up with final draft of the Municipal by laws.

There being no any other business, the meeting was closed by a word of prayer from Jecinter Otieno at 11:20 AM.

Meeting confirmed by;

SIGNED

1. CHARLES OMONDI OWILI

.....
CHAIRPERSON

2. ROBINSON OTIENO


.....
SECRETARY

MEETING OF THE BOARD MEMBERS HELD ON 3RD MAY 2024 AT HOMABAY TOWN MUNICIPALITY OFFICE

ATENDEES

1. ANTIPAS NYAMBOK	BOARD CHAIR
2. DORCAS ODADA	VICE CHAIR
3. MARK OKETCH	MEMBER
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

MIN 1/05/2024 | P PRELIMINARY

The chairman welcomed all the members who had come by, he then brought the meeting into order at 10:00am he emphasized the importance of keeping time and at the same time talked about having meetings even if the allowance is not there. The meeting proceeded to the introduction of all members since Commissioner Dorothy had not been incorporated in the full Board meeting.

MIN 2/05.2024 PREVIOUS MINUTES

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

MATTERS ARISING FROM THE PREVIOUS MEETING

Our meeting should have action points on them showing the specific people involved and the time frame.

- Meeting the budget Committee together with Finance Committee and even director budget to get us other budgets.
- There was need to discuss with them over our share of revenue in the ratio of 30% from our Municipality and 70% for our County
- Space at the stadium for our staff
- The government promised that once the offices shall have been transferred to Arujo. Then we shall have be given offices in Town.
- Official communication to CECM for Lands about office space in town.
- Official communication over governor's park to Waziri stating that delegated functions must be accompanied by resources to help in management of the park. That was to be done by 10/5/2024.

- Commissioners to meet The Governor over the same, later when organized by the chair.
- Animals roaming in Town should be discussed and a place fenced for easy management.
- Commissioners agreed to have meetings without allowances and the Sub-Committees to meet before the full Board meetings.

MIN 03/5/2024 SUPPLEMENTARY BUDGET

Due to 49% drop in Revenue collection, the supplementary budget was equally reduced and this affected our budget whereby as a Municipality, Kshs. 6,447,882 was sliced from the original budget. That is to say under recurrent Kshs 2,052,302 and Development Kshs.4,395,580 were taken respectively. Members were shocked by that hence called the Finance Committee to discuss it and come up with a resolution for the way forward.

The meeting also resolved that a letter should be written to the revenue board to give the Municipality a revenue stream.

There was a pending bill of Kshs. 1,740,000

that the Committee was to investigate and recommend to the Board the way forward.

Money meant for dumpsite and Cemetery was relocated to fencing the market and renovation of the bus park that were incomplete.

MIN 04/5/2024 UDG ALLOCATION

The meeting learnt of allocation from KUSP 11 of Ksh. 33,941,444 given to Homabay Municipality under UDG, there are eligible and non-eligible expenditure menu e.g. Connectivity Mobility Accessibility are allowed except Land acquisition is excluded

- ✓ Municipal solid waste management construction of seminary land fill incinerations and decommissioning of dump site excluded.
- ✓ Water Supply- Water treatments facility and private connections excluded
- ✓ Storm water drainage
- ✓ [Urban Social & Economic Infrastructure
- ✓ Fire and Disaster Management-all are Eligible areas
- ✓ The Committee also called upon to prioritize the projects to be undertaken with consultation with the Governor. Among the project list are as follows.
- ✓ Non-Motorized transport
- ✓ Lake front beautification ✓
- ✓ Parking Lots
- ✓ Fire station equipment
- ✓ Stalls that are Standardized
- ✓ Garbage tippers-categorized waste bins and skips
- ✓ Drainage system within Municipality
- ✓ Solar high mast lighting

MIN 5/5/2024 UDG PROPOSED BUDGET

The meeting agreed that the finance Committee to come and meet the MPT team and then lode at the prioritized projects that were listed below.

Coordinating with the County Project Coordination Team (CPCT) on Urban Infrastructure Grant (UIG) intervention within the Municipality.

Preparation of annual investment plans for Urban Development Grant (UDG) for approval by the boards.

Preparation (Feasibility, design, and Documentation) of projects.

Procurement of goods, works, and service for UDG

Supervision and reporting on the implementation of the investments.

Preparation and annual review of Municipal Integrated Development Plans (IDePs) for approval by the boards.

Development Control.

Interim Financial reporting for the UDG, including statements of expenditure. (SoEs).

Preparation, review, and implementation of Urban spatial plans.

Preparation and Submission of Environment, Social, Health and safety reports, including grievance redress.

MIN 6/5/2024 SOURCING FOR FUNDS FROM PARTNERS

The meeting proposed the areas of interest and also agreed on having spatial plan for the Municipality. The following areas were identified.

- Children Parks
- Health Facilities
- Lake front beautification
- General recreational areas
- Waste management both solid/ liquid

The Meeting also agreed to have the department specialized in proposal writing term up with the team from Municipality.

MIN 7/3/2024 BY- LAWS

The meeting agreed to have the technical Committee with the Municipal team to review the two by-laws that is Awendo and Kakamega to come up with a draft document to be taken to the County Attorney for approval, then to the Assembly and lastly A public participation to be done.

MATTERS OF CONCERN

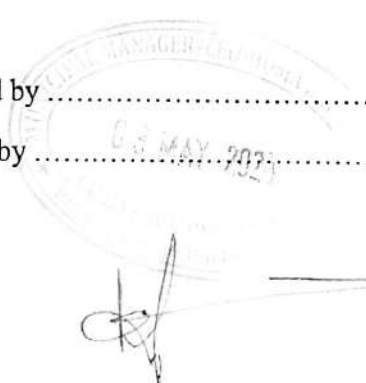
- ❖ There is a need for fencing the animal pound and should be proper fencing to avoid problem with goons and other interested people.
- ❖ There is a need for welfare for all Board members and the office bearers to be in place.
- ❖ Commissioner Dorothy was proposed to help us in that in that regard.
- ❖ Minutes should be handled properly not typing in an open place where everybody is seated
- ❖ Communication was emphasized as every important tool in any organization
- ❖ Specific Computers for Commissioners should be checked when ordering is 'done for' them.
- ❖ Cleaning up in town especially Kiosks along these areas were agreed to be implemented immediately.
 - a) Hospital Road to junction Kalamindi
 - b) Bank Road
 - c) Ruma Hotel to Police line
 - d) Junction Kodoyo to Got Rabuor
 - e) Shivling to Poster Road

- ❖ Commissioner Dorothy to be included in the Gender as the Chair, she was to be finance Committee and Technical Committee.

The Meeting then ended with a word of prayers from Commissioner Dorothy at 3:00pm

Confirmed by

Seconded by



Signature

Signature



REPUBLIC OF KENYA

HOMABAY MUNICIPAL BOARD
OFFICE OF ADMINISTRATOR
P.O BOX 469-40300
HOMABAY



HOMA BAY COUNTY

MINUTES OF THE HOMABAY MUNICIPAL BOARD MEETING HELD ON 4TH SEP 2023 AT THE MUNICIPAL BOARD ROOM

MEMBERS PRESENT

NAME

1. COMMISSIONER ANTIPAS .A. NYAMBOK
2. COMMISSIONER DORCAS ODADA
3. COMMISSINER CHARLES OWILLI
4. COMMISSIONER ESTER OKELLO
5. COMMISSIONER COLLINS OKOTH
6. COMMISSIONER GEOFFREY. O. NYASUDA
7. MARK OKETCH
8. AULGAH BAJA DIMO
9. CHARLES OBONDO

DESIGNATION

- CHAIRPERSON
VICE CHAIRPERSON
MEMBER
MEMBER
MEMBER
MEMBER
MUNICIPAL MANAGER
MEMBER
MEMBER

PRELIMINARY

The meeting came to order at 9.37Am led by a word of prayer by Commissioner Aulgah Benja. The Chairman then welcomed all members and reminded them the importance of keeping time for the meeting. We were unable to get the previous minutes so the meeting went to the Agenda of the day

MIN 01/09/2023 FINANCE REPORT

The finance committee tabled their report on areas where they were checked. The following was their report

REPORT ON THE MUNICIPALITY FUNCTIONS THAT REQUIRES FURTHER DELIBERATIONS.

Following the requirements of the Kenya Urban Support Programme (KUSP), it has come to our attention that most of municipal functions have not been devolved and the budgets were taken to other departments.

The following are the functions for municipality funded in the other Departments :-

1. Promotion and provision of water and sanitation services and infrastructure (in areas within the municipality not served by the water and sanitation provider)

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irrigation, environment, energy and climatic change instead of Homabay municipality

2. Department of roads

Rehabilitations and renovation of homabay pier **Kshs. 1,000,000** this has been allocated to roads instead of homabay municipality.

Waste management system **Kshs. 80,000,000**. (Areas to be covered not specified. However those within Homa Bay Municipality should be reallocated back to the municipal budget)- To be discussed with department of lands.

3. Construction and maintenance of walkways and other non-motorized transport infrastructure and storm drainage and flood controls. **Kshs. 12,200,000.00** has been allocated to department of roads instead of Homabay Municipality

Construction and Maintenance of street lights **Kshs. 2,500,000.00** department of water, sanitation, irrigation, environment, energy and climatic change instead of Homabay municipality

4. Construction and maintenance of recreational parks. This has been budgeted in Department of Gender equality inclusivity, youth sport talent development instead of homabay municipality, recreational parks and green spaces within the municipality **Kshs.25,200,000.00**

Promotion, regulation and provision of municipal sports and cultural activities-

Construction of Homa Bay Stadium **Kshs 25m** This has been budgeted in Department of Gender equality inclusivity, youth sport talent development instead of homabay municipality.

Culture and creative development allocated **Kshs. 13,557,877.00**

Social development and empowerment **Kshs. 21,409,418.00**

Sports managements and talents **Kshs. 21,816,250.00**

5. Department Agriculture

Slaughter house amount **Kshs. 2,500,000** however, this should be allocated to the department of homabay municipality

The municipal function budgeted in the financial year 2023/24

1. Promotion, regulation and provision of refuse collection and solid waste management services

Budgeted amount **Kshs. 19,250,000.00**

Break down

a. Acquisition of land for dumpsite **Kshs. 11,000,000.00**

b. Acquisition of land for cemetery development **Kshs. 8,250,000.00**

Municipality functions not budgeted fy 2023/24

1. Construction, maintenance and regulation of traffic control and parking facility

2. Construction and maintenance of bus stands and taxi stands

4. Construction, maintenance and regulation of Municipal markets and abattoirs
 5. Construction and maintenance of fire stations ; provision of fire-fighting services, emergency preparedness and disaster management
 6. Promotion, regulation and provision of animal control welfare
 7. Development and enforcement of Municipal plans and development control
 8. Municipal administration services (including construction and maintenance of administrative offices);
 9. Promoting and undertaking infrastructural development and services within the Municipality
- This remain our concern. Hoping that your officer will expendite on this as soon as possible.

Thanks in advice

RESOLUTION

1. That some area need political approach to enable the Municipality get their rightful share of the budget
2. Relevant Office should be approached to guide us especially the budget direction
3. The Finance committee to sit again to review the whole budget and even the ADP for every department especially ministry of Water, Energy, Works and Trade to check on their budget allocation.

MIN 02/09/2023 APPROVAL OF THE BUDGET FY 2023/2024

Commissioners discussed the budget at length both development and Recurrent.

RESOLUTION

1. They approved the development budget of acquiring land for both dumpsite and Cemetery. It was agreed that the money posted for dumpsite, which was Kshs 11,000,000. In addition, Cemetery 8,250,000. Be used well and if possible the documentation to start immediately, so that the time frame is met
2. It was agreed that the Commissioners to help in identifying the Location where we ^{could} get Land especially areas with sparsely populated. They were to identify even the owners of such land.
3. They also approved the recurrent expenditure but were appealing for more allowances, arguing that the money posted was small and could not allow them to have enough meetings. It was also agreed that the allowances are determined by SRC, so we couldn't amend
4. We agreed that all the requirements regarding the processes must be followed; e.g NEEMA and the Public participation.
5. That the U.I.G. Money should be shared on a 50% 50% agreement with the department of Lands.
6. Adjustment on the recurrent expenditure was proposed to be increased by 4M. We also agreed that the Lands directions together. Our Chiefs to help us on the Land issues, at the same time the County attorney should be involved

UNDER MATTERS OF CONCERN

MEETING OF THE BOARD MEMBERS HELD ON 24th AUGUST 2023 AT HOMABAY TOWN MUNICIPALITY OFFICE

ATENDEES

1. MARK OKETCH	MUNICIPAL MANAGER
2. GEOFREY ODHIAMBO NYASUDA	BOARD MEMBER
3. ESTHER ACHIENG OKELLO	BOARD MEMBER
4. OTIENO COLLINS OKOTH	BOARD MEMBER

AGENDA

1. Preliminary
2. Finance Report
3. A.O.B

MIN 1/08/2023 | P RELIMINARY

The meeting came to an order at 9:37Am led by a word of prayer from Commissioner Collins Okoth. The Chair then welcomed all members and reminded them the importance of keeping time for the meeting.

MIN 2/08/2023 REPORTS ON THE MUNICIPALITY FUNCTIONS

Following the requirements of Kenya Urban Support Program (KUSP) It has emanated to our attention that most of Municipal Functions have not been devolved and the budgets were taken to other departments.

The subsequent are the Functions for Municipality funded in the other Department as follows;

- Promotion and provision of water and sanitation services and Infrastructure (in areas within the Municipality not served by the water and sanitation provider.
- This has been allocated budget of Kshs. 154,000,000 in department of water, sanitation, Irrigation, Environment, Energy and climate change.
- Construction and Maintenance of Urban roads and associated Infrastructure, Construction Maintenance of walkways and other non-motorized transport infrastructure and storm drainage and flood controls.
- This has been budgeted for in the department of Roads, Public Works Transport and Infrastructure summing to Kshs. 872,000,000.
- Promotion, Regulation, and Provision of Municipal sports and Culture activities, this was budgeted in the Ministry of Gender equality inclusivity, youth sports talent development and breakdown as follows;
- Culture and Creative development allocated Kshs 13,557,877.00
- Social development and empowerment Kshs.21,409,418.00

- Sports management and talents Kshs.21,816,250.00

THE MUNICIPAL FUNCTIONS BUDGETED IN THE FINANCIAL YEAR 2023,2024

1. Promotion, regulation and provision of refuse collection and solid waste management services
2. Budgeted amount Kshs. 19,250,000.
3. Break down
4. Acquisition of land for dumpsite Kshs. 11,000,000.00
5. Acquisition for Cemetery development Kshs.8,250,000.00

MUNICIPALITY FUNCTIONS NOT BUDGETED FY 2023/2024

1. Construction and Maintenance of recreational parks and green spaces
2. Construction and Maintenance of street lights.
3. Construction, Maintenance and regulation of traffic and control and [parking facility
4. Construction and Maintenance of bus and taxi stands
5. Construction of outdoor advertising
6. Construction, Maintenance and regulation of Municipal Markets and abattoirs
7. Promotions, Regulation and provision of Municipal sports and cultural activities
8. Promotion, regulation and of animals control welfare
9. Development and enforcement of Municipal plans and development control

RESOLUTIONS

- That some areas need political approach to enable the Municipality get their rightful share of the budget
- Relevant office should be approached to guide us especially the budget direction
- The Finance committee to sit again to review the whole budget and even the ADP for every department especially Ministry of Water, Energy, Energy, Works and Trade to check on their budget allocation

A.O.B

- Committee members proposed that the 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 and key development projects. Municipal Board Members to influence through rightful channel.
- Minutes of the Budget /Finance committee to be read in the next meeting.

Being no other business, the meeting was adjourned at 2:30 pm by a word of prayer from Commissioner Collins Okoth.

Minutes Prepared and Confirmed by;

Signed

.....
COMMISSIONER GEOFREY O. NYASULA
CHAIRMAN




MARK OKETCH
MUNICIPAL MANAGER

**MINUTES OF CITIZEN FORUM MEETING FOR THE MUNICIPALITY OF
HOMABAY HELD ON 29TH JUNE 2023 AT THE MUNICIPAL COMPOUND**

MEMBERS PRESENT

1. DR. PETER OGOLLA
2. MR. CHARLES OBONDO
3. MR. THOMAS ODIPO
4. COM. ANTIPAS NYAMBOK
5. MR. JACKTONE OLILO
6. Mr. JOSHUA OCHOGO
7. MR TOM M. ONDIEK
8. MRS. NORSEA BAYER
9. MR GILBERT ONYANGO
10. MR ISAAC OPIYO
11. MR NYAKWAMBA HENRY
12. MR OLIVER OMOH
13. MR MANOAH OCHIENG
14. MR JARED OUMA
15. MR BERNAD OTIENO
16. MR MARY JUMA
17. MR JARED OCHIENG OTIENO
18. MR VINCENT OTIENO
19. MR ALOYCE A. OKUMU
20. MR RICHARD OPIYO
21. MR ESTHER AKINYI
22. MADAM. JECINTER OTIENO
23. MADAM. EUNICE AWINO
24. MR. KENNETH O. BWANA
25. MR. MICHAEL OYWA
26. MR. AKINYI FLORAH MITCHEL
27. MR. OPIYO IRINE
28. MADAM. IDAH PENDO
29. MR. BRIAN OTIENO
30. BATIMAU OMONDI
31. GEORGE ADOYO
32. PAUL ONDIANY
33. PAUL ODOYO
34. THOMAS MBOYA OJEMA
35. LEONARD OJENGE
36. JACKSON NYAMBEGA
37. VICTORIA ACHIENG

SECTOR

CECM LANDS
CHIEF OFFICER LANDS
MUNICIPAL MANAGER
BOARD CHAIR
NGAO
NGAO
NGAO
PHYSICAL PLANNING
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H/B G TASS
M.C.A. REP
BUSPARK ORG
BUSPARK V/C
PHYSICAL PLANNING
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HB/G/TASO
MUNICIPALITY
HB/G/TASO
BODABODA SECTOR
BODABODA G.
HBCG ENVIRONMENT
HBCG ENVIRONMENT
HBCG GENDER
PHYSICAL PLANNING
MUNICIPALITY
MUNICIPALITY
H.B.G.T.A
TRANSPORT SECTOR
H/B GIANT TRADERS
H//B GIANT TRADERS
H/BAY GIANT TRADERS
LANDS

PRELIMINARY

The meeting came to order at 11:00am, lead by a word of prayer from Mr.Oliver Omoth.

MINUTE 1/06/2023; WELCOMING

The Chief Officer Mr. Charles Obondo welcomed all the Members, he then welcomed the Municipal Manager to introduce his team, He invited the Municipal Chair who introduced the Municipality Board members, and thanked all for coming

The Chief Officer introduced a team of staffs from the Lands, Housing, Physical Planning and Urban Development including the Facilitators

He then stated that the main reason for involving the public was for the stakeholders to discuss the matters affecting their Municipality and the Way forward.

CECM REMARKS

The CECM Dr.Peter Ogolla said that the Municipality worked together with the government and their most activities were being funded by the World Bank.

The CECM also emphasised on team work and finding ways on how to solve the problems within the Market without offending anyone.

The CECM also said that during the swearing in ceremony, at the Governor's Office, a task was given to the five Municipalities to work hard and the Homabay Municipality promised to be on the forefront as other Municipalities follows.

On the issue of livestock, the CECM advised that no livestock should be found loitering in Town and instead the owners should take charge or they be Zero grazed.

MINUTE 2/06/2023: MATTERS ARISING ON SOFIA MARKET

The Chief Officer suggested that while planning the town, there was a need to find an alternative ground for Sofia Market.

Mr Jacktone Olielo the Ass. Chief for Arujo Location while reacting to the issue of Sofia Market said that there was a total congestion at the market and even at the Road side which was so risky. He added that despite the effort to find a land it has not been easy on their side. He therefore asked the Municipality Officials if they can find a land to lease so as to relocate some traders.

MINUTE 3/06/2023: HOMABAY MUNICIPALITY IDEP

On his presentation, Mr Mohamed from the Budget and Economic planning department started by stating some functions of the Municipality as

- Fostering Economic growth and create job opportunities
- Good health and lifestyle
- Transport-street lights, bumps, and green space
- Regulations-Management of towns
- Collaboration with other development partners

- Resource Mobilization
- Environment sustainability
- Transform service delivery
- Disaster Management

While preparing the draft, the committee considered the following;

- Health and safety
- Infrastructural
- Energy Lighting
- Green Mobility
- Social development
- Human capital e.g Education
- Livelihood development

They had some estimates concerning the projects proposed during the previous public participation as follows,

- ✓ Dumpsite-5M
- ✓ Lake front development-10M
- ✓ Morden Market-350M
- ✓ Sofia to Pier walk- way-70M
- ✓ Beautification of Roads-9M
- ✓ Street Lighting-35M
- ✓ Modern toilet-2.5M
- ✓ Homabay risk management-4M

REACTION FROM THE PUBLIC

Mr. Samuel Odoyo from the transport sector had a concern in security, whereas he said that there was no lights at the market since the power bill had not yet been settled

Another concern was double collection in the traffic department, he also emphasised a sticker to be given to the drivers to avoid double taxation

Mr. Leonard Ojenge from the Market sector also raised an alarm regarding the issues affecting the traders. No drainage system, no lights and parking Zones.

MUNICIPAL MANAGER REACTION

- ✓ Concerning the lighting at the market the manager said that the traders were advised to apply for their own meter, and each was advised to pay their own bill.
- ✓ Concerning the drainage system, the Manager informed them that some parts will be repaired as they have received some amount from KUSP.
- ✓ The issue concerning double collection in traffic department, which happened at Rodi, he said it was left to the Lands department to tackle as it is outside the Municipality jurisdiction.
- ✓ Concerning the parking zones, the manager said that the County government was working on the rehabilitation of the bus park, he also informed them that, the

contractor had requested for the extension of time to 30 days so as to complete the work.

MINUTE 04/06/2023: URBAN AREA SOLID WASTE MANAGEMENT POLICY & HOMABAY MUNICIPAL SOLID WASTE MANAGEMENT PLAN

Mission-to minimize waste generation

A survey was done in Homabay and Mbita Municipality and the findings were as follows

The Homabay Municipality produces 40tonnes of solid waste due to growth in population

OBJECTIVES

- Provide adequate solid waste handling equipment.
- Develop one dumpsite at each sub county to maintain waste sorting, establish and improve waste management infrastructure
- Adequate financing for solid waste imposing fines to waste disposers
- Formulation of adequate policy to develop action plans
- Scaling up the waste generation
- Enhancing technical and capacity to handle solid waste management
- Mainstreaming prostrating issues,

REACTIONS FROM THE PUBLIC

Mr. Wilson inquired whether there was public participation engaging the public on the subject.

[Mr. Paul Ondiany also inquired to know whether the NEMA office was only dealing with the Solid waste and omitting the liquid waste.

Mr. Omoth raised a concern on the completing of fencing of the market which is increasing insecurity, hence forced the traders to dig deep into their pockets to hire a security guard, he therefore requested the Municipality Office to deploy some Enforcement officers to guard their property.

Mr. Benard Otieno reacted by saying that only other counties were benefiting from the garbage collection and asked if there was any plan for the municipality to recycle the garbage within the County so as to encourage more Industries.

Mr Richard Opiyo requested to know whether the Bodaboda sector was involved in the waste management project, he continued by saying that other sectors had been considered in the allocation but bodaboda sector was forgotten

While reacting to question raised regarding environment, Madam Florah Akinyi said that some cleaners had been trained within the two Municipalities which is Homabay and Mbita and a certificate was issued to them, hence they were expected to disseminate the information to the public.

She also proposed for a drainage system to be constructed in a manner that would benefit all, and that activities such as unlocking the drainage be integrated so as the actors involved can advise the technical department to design it in a way it doesn't affect water

The director Budget Mr, Bolo also enlighten the public on industrialization saying that there was a proposal for all the industries be relocated to RIWA, And as the stakeholder we should look at what we can do to improve our economy.

MIN 05/06/2023: REVIEW OF THE HOMABAY MUNICIPAL LOCAL PHYSICAL & LAND USE DEVELOPMENT PLAN 2019-2029

Madam Norsea facilitated on some matters regarding the Local physical and Land use plan 2019-2029 and some were the highlights

- Municipality population is Approximately 82,414.
- Most lands are under free hold
- The municipality can acquire its own land for development
- In the proposal given, the IDEP generated, they mentioned the hospitals and schools were also captured in the plan.
- How to improve the tourism, hotels
- Maintaining and opening new roads
- Shortage of housing was also captured

REACTION FROM THE PUBLIC

The Market chairperson asked whether there was other revenue collection from the Municipality apart from the County Government

He continued by saying that there was scarcity of land, and most houses were mabati structures and there was a need to upgrade them to a better one

Mr Bolo reacted to the question regarding the revenue collection raised by the Market chairperson that the Municipality charter will tell the jurisdiction concerning the revenue collection

Concerning the slums and mabati structures, the Municipality will come up with a required Housing plan.

The land lease within the CBD has expired but consultation is going on how to renew it.

The Municipality will have different programmes enacted to empower the youths and women e.g. both the youths and women were nominated to be as Municipal Board Members.

Being no any other business, the meeting was adjourned at 3:00pm led by a word of prayer from one member Mr. Oliver Omoth.

Confirmed by

Signature

Seconded by

Signature

**MINUTES OF THE HOMABAY MUNICIPAL BOARD GENERAL MEETING
HELD ON 2nd JUNE 2023 AT THE MUNICIPAL BOARD ROOM**

MEMBERS PRESENT

<u>NAME</u>	<u>DESIGNATION</u>
1. COM.ANTIPAS A. NYAMBOK	CHAIRPERSON
2. COM. DORCAS ODADA	VICE CHAIRPERSON
3. MR. THOMAS ODIPO	SECRETARY
4. COM.ESTHER A. OKELLO	MEMBER
5. COM.COLLINS OKOTH	MEMBER
6. COM.GEOFREYA. NYASUDA	MEMBER
7. COM. CHARLES OMONDI OWILLI	MEMBER
8. DR. PETER OGOLLA	MEMBER

PRAYER

The meeting came to order at 10:30a.m. led by a word of prayer by Commissioner Dorcas Odada.

CHAIRMAN REMARKS

The Chairman, Commissioner Antipas Nyambok welcomed the members to the day meeting and thanked all of them for keeping time. He then asked the Ag. Municipal Manager Mr Thomas Odipo Owino to read the meeting, the previous minute for approval. After the minutes were read, the members cited some error on the spelling of names and were corrected, after which the minutes were approved.

Proposed by Com. Collins Okoth

Seconded by Com. Dorcas Odada

MINUTE 1/06/2023; CECM REMARKS

CEC Lands, Housing Physical Planning and urban Development, On his remarks, informed the meeting that they had a meeting with the Governor and all Chairpersons of the five Municipalities, discussing the minimum condition that Municipalities are to meet for them to access the World Bank Grant.

He also informed the meeting that as per the directive from the World Bank staff, one male Commissioner has to resign in order to get the gender rule. He emphasised that person from the Community can challenge the in Court.

CECM lands, Housing, Physical Planning and Urban Development seek the advice from the state Department team, and was given an option that he could appoint one female gender who could represent him on the meeting, in which he lastly informed the meeting and the matter

was put to rest. Lastly the meeting resolved to accept the name that will be fronted by the CECM to take his position.

MINUTE 02/06/2023 DISCUSSING ON THE UDG FUND

The Chair introduced the agenda and asked the CECM lands, Housing, Physical Planning and Urban Development to guide the meeting, while reacting to this the CECM asked the Ag. Manager to fully guide the meeting as he was the one that knew the exact amount they have received from the World Bank.

While contributing to the agenda, the manager informed the meeting that the Municipality have received Ksh. 1,194,559.32 as the UDG Grant which is purely meant for development, and it must be utilised before the end of the financial year as the KUSP 1 is coming to an end by 30th June 2023.

He also informed the meeting that the fund can be used on the repair of the market as the traders have raised concerns to his office of the need to shelter them from the direct sunshine and rainfall which do interfere with them as the design of the market was somehow open.

Com. Dorcas Odada while contributing to the agenda, supported the proposal by the Manager of repairing the translucent plastic and covering the direct sun which affect the cloth dealers.

Com. Collins Okoth informed the meeting that, once he met the market leadership which proposed to him that drainage on block A should be enhance as it normally over flood when it rains.

The Chair while contributing to the Agenda, asked the member whether they agreed to take the minor repair and the coverage from direct sun and rainfall at the market as the fund given was little that cannot start another project within the Municipality

Com. Charles Owilli suggested that, before they resolve on the matter they can visit the market to get the primary funding. Members agreed to visit the market to know exactly what is on the ground.

After their visit to the market, the members resolved that the funds be used to repair the leak Translucent canopy on block A and put up the Canopy on both side of the block E where the cloth seller are selling.

The chairman informed the members that someday back the Chief Officer Mr. Charles Obondo posted on the Municipality Board wall, the invite to Naivasha but did not elaborate it further, so they thought that the Chief Officer was into explain it further, After deliberation, the members resolved that they wait for communication from the Chief Officer's office.

A.O.B.

The Chairman informed the meeting of their zoom meeting, with HER Excellency the Governor, state department team, CECM lands, Housing, Physical Planning and Urban Development and the Chief Officer, Ag. Municipal Manager and other four Municipality Chairperson, and the following were the deliberations;

1. Minimum Condition for the Municipalities to be qualified for the Grant.
2. Performance Contracting to be signed between
 - The Governor and CECM of all the department
 - Governor and the Board Chairperson
 - Board Chairperson and the Manager

He advised the members that the World Bank team informed them that the technical team will be in place, who will help in the Technical issues. He also talked of some agencies whom he met like USAID representative, some senior National Government Officials who are willing to support the Municipalities.

He talked of his intention to meet the JICA on the physical panning of the Municipality and lastly, the early project preparation so that when the fund is brought, it goes direct to the project without wastage of time.

There being no other business to transact the meeting came to an end by a word of prayer from Commissioner Collins Okoth at 3:15 p.m.

Confirmed

By: THOMAS UAPU ONDO Secretary

Sign: [Signature]

Confirmed

By: MR ANTIPO - O. NYAMBILE Chairman

Sign: [Signature]



REPUBLIC OF KENYA

**HOMABAY MUNICIPAL BOARD
OFFICE OF ADMINISTRATOR
P.O BOX 469-40300
HOMABAY**



HOMA BAY COUNTY

MUNITES OF THE FIRST HOMABAY MUNICIPAL BOARD MEETING HELD ON 8TH MAY 2023
AT THE MUNICIPAL BOARD ROOM

MEMBERS PRESENT

NAME

DESIGNATION

- | | |
|--------------------------------------|------------------|
| 1. Commissioner Antipas A. Nyambok | Chairperson |
| 2. Commissioner Dorcas Odada | Vice Chairperson |
| 3. Mr. Thomas Odipo Owino | Secretary |
| 4. Commissioner Charles Owilli | Member |
| 5. Dr. Peter Ogola | Member |
| 6. Commissioner Wycliffe Ong'onge | Member |
| 7. Mr. Charles Obondo | Member |
| 8. Commissioner Ester Okello | Member |
| 9. Commissioner Collins Okombo | Member |
| 10. Commissioner Geoffrey O. Nyasuda | Member |

Prayers

The meeting came to order at 12.30pm led by a word of prayer by Commissioner Wycliffe Ong'onge

CECM REMARK

The CECM land housing physically planning and urban development Dr. Peter Ogola welcomed the members to the day's deliberations and congratulated all the members on their appointments as the board members of the Municipality.

He gave the Ag. Municipal Manager Mr. Thomas Odipo Owino chance to say a word before they proceeded with the day's deliberation where the Ag. Manager did by welcoming the members to the first meeting of the board.

AA 15/5

Lastly, the CECM Lands, Housing, Physical Planning and Urban Development gave the chief officer Mr. Charles Obondo chance to read to the members the requirements needed to be followed on the election of the chairperson, vice person and the committee members.

While reading Section 11 of the urban areas and cities act which spells out the requirements of the chairperson of the municipality office, which states that the member should hold a degree from a recognized university institution in Kenya and should be a resident of the Municipality. He also cited that the chairperson of the board should also be:

- a) Distinguished resident living within the Municipality
- b) Must have a ten years' experience
- c) Must meet the chapter six of the constitution
- d) Carry out business within Municipality for a period of five years

He also informed the meeting that the urban areas and cities states that when the chairperson is elected then the vice chairperson should be of the opposite sex (gender).

MIN 01/05/2023 ELECTION OF TBE BOARD CHAIRPERSON

The CECM Lands Physical Planning and Urban Development Dr. Peter Ogola introduced the agenda and members were asked to openly share their view of contesting for the position.

1. Commissioner Geoffrey Odhiambo Nyasuda show interest of becoming the chairperson.
2. Commissioner Antipas Nyambok become the second to show interest of becoming the Board chairperson.

The CECM Lands housing Physical Planning and Urban Development Dr. Peter Ogola read a letter from the County Assembly, which specify all the qualifications of the members.

Commissioner Geoffrey Odhiambo Nyasuda later withdrew and commissioner Antipas Nyambok was elected to be the Chairperson of the Municipal Board of Homa Bay.

MIN 02/05/2023 ELECTION OF THE VICE CHAIRPERSON OF THE MUNICIPAL BOARD

Dr. Peter Ogola CECM Lands housing physical planning and urban development introduced the agenda and the following commissioners showed their interest to be the vice chairperson of board.

1. Commissioner Dorcas Odada
2. Commissioner Esther Okello

They were put to voting and the results were as below

1. Commissioner Dorcas Odada garnered 5 votes

2. Commissioner Esther Okello garnered 1 vote

4/15/23

The board chair Commissioner Antipas Nyambok thanked all the commissioners for having faith in him and pledge to work with them to develop Homa Bay Municipality.

He also assured the members that he would be available all the time he will be needed.

MIN 06/05/2023 VICECHAIRPERSON'S REMARK

The Vice Chairperson, Commissioner Dorcas Odada, also thanked the commissioners for having elected her to the vice chairperson's office of the board and promised to work hand in hand with the chairperson and the other board members to deliver services to the people of the municipality.

She then shook hands with Commissioner Esther Okello who also vied for the same post.

MIN 07/05/2023 ELECTION OF COMMITTEE CHAIRPERSONS AND COMMITTEE MEMBERS

1. Human Resource and Administration

The name Commissioner Esther Okello was proposed by Commissioner Wycliffe Ong'onge and seconded by Commissioner Collins Okoth to be chairperson of their committee and its members to be

- I. Commissioner Charles Owilli
- II. Commissioner George Odhiambo Nyasuda
- III. Commissioner Collins Okoth

There was no other proposal for the committee chair and Commissioner Esther Okello became the chairperson of the committee.

2. Audit/ Risk and Compliance

Commissioner Collins Okoth was proposed by Commissioner Collins Okoth and seconded by Commissioner Geoffrey Odhiambo Nyasuda for the chairperson of the committee.

The following commissioners were also fronted for the committee members.

- I. Commissioner Wycliffe Ong'onge
- II. Commissioner Esther Achieng Okello
- III. Commissioner Charles Owilli

After deliberation, Commissioner Collins Okoth was elected committee chairperson of the committee.

3. Finance and General Purposes

Commissioner Geoffrey Odhiambo Nyasuda was proposed by Commissioner Esther Okello to be the chairperson and seconded by Commissioner Dorcas Odada.

The following Commissioners were proposed to the committee

- I. Commissioner Wycliffe Ong'onge

AA 15/5

- Commissioner Dorcas Odada was declared the winner and became the municipal vice chairperson of the board.

MIN 03/05/2023 DECLARATION AND RECOMMENDATION OF THE OFFICE OF THE MUNICIPAL MANAGER TO THE COUNTY PUBLIC SERVICE BOARD FOR ADVERTISEMENT

The Chief officer Mr. Charles Obondo informed the meeting that the office of the Municipal Manager should be a substantive office holder and it should be recommended by the board members for advertisement by the county public service board

The members after a healthy deliberations agreed that the position of the manager be advertised through the public service board.

MIN 04/05/2023 ELECTION OF BOARD COMMITTEE CHAIRPERSON AND MEMBERS

The chief officer Mr. Charles Obondo while introducing the agenda read to the members the Mwongozo code as it merge with urban areas and cities act, which stipulates the maximum number of members to be in the committee and number of committee a member, should be in.

He highlighted the following to the committee to be formed:

1. Human Resource and Administration Committee
2. Audit Risk and Compliance Committee
3. Finance and General Purpose Committee
4. Technical and Strategy Committee

He also highlighted how they have done it in other municipalities.

He emphasized that three to four commissioners to be in any of the committees and board chairperson not to be any committee.

Lastly, he informed the members of their sitting allowances which are to be as follows:

1. Chairperson. Kshs. 12,000
2. Vice chairperson Kshs. 10,000
3. Other members Kshs. 8,000

The CECM Dr. Peter Ogola told the meeting that board members network to bring donor and people that can develop the municipality.

MIN 06/05/2023 CHAIRMAN'S REMARK

AA 1515

- II. Commissioner Esther Okello
- III. Commissioner Charles Owilli

After deliberation, Commissioner Geoffrey Odhiambo Nyasuda was elected committee chairperson.

4. Technical Strategy

Commissioner Wycliffe Ong'onge was proposed by Commissioner Esther Okello to be the committee chairperson and was seconded by Commissioner Collins Okoth.

The following commissioners were proposed to be in the committee

- I. Commissioner Charles Owill
- II. Commissioner Geoffrey Odhiambo Nyasuda
- III. Commissioner Dorcas Odada

After deliberation Commissioner, Wycliffe Ong'onge was elected chairperson of the committee and the three members to be in that committee without any changes.

After the election of the committee chairpersons and members, the board chairperson thanked all the commissioners for conducting their elections peacefully and asked them to cooperate and work towards the achievement of the board objectives and goals.

There being no other business to transact, the meeting came to an end by a word of prayer from Commissioner Esther Achieng Okello at 3.30 PM.

Confirmed

By:Secretary

Sign:

Confirmed

By: A. ODHIAMBO NYASUDAChairman

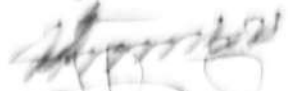


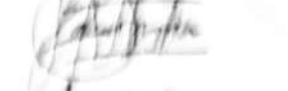
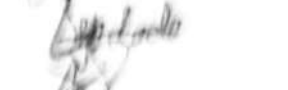




Sign: [Signature] 15/5/23

BOARD MEETING
ATTENDANCE LIST

4/9/023

TEL

Sg.

- | | | TEL | Sg. |
|----|-------------------------|-------------|---|
| 1. | ANTHONY NYAMUK | 0722739118 |  |
| 2. | Charles Omondi Ombi | 0720771062 |  |
| 3. | Geoffrey Oluoch Nyarada | 0721 217721 |  |
| 4. | Collins Othman Oka | 0712764071 |  |
| 5. | BURCAI TOLE OBABA | 071159234 |  |
| 6. | MULGHA BANJA DINDO | 0721174555 |  |
| 7. | CHARLES OBONDO | 071534813 |  |
| 8. | ESTHER ACHONG OKAL | 0223130452 |  |
| 9. | MARIE EMERSON OKEN | 0724184028 |  |

The meeting started with a word of prayer from Commissioner Anil Kumar Banya Dins 9:30am. The chairman then welcomed all members and reminded them the importance of keeping time for the meeting. We were unable to get the previous minutes so the meeting went to the Agenda of the P-g.

Min 1/2/2023 Finance report.

The Finance Committee tabled their report on areas where they were checked. The following was their report:

Resolution:

(1) That some one need political approach to enable the municipality get its rightful share of the budget.

(2) Relevant office should be approached to guide us especially the Budget Director.

(3) The finance committee to ^{sit} ~~set~~ again to review the whole Budget and even use APB for every department especially water Ministry of water, Energy works Trade to check on their budget allocations.

Min 2/2/2023 Approval of the whole budget 2023/2024.

Commissioner discussed the budget at length both development and recurrent.

Resolutions

(2)

(1) They approved the development budget of acquiring land both for dumpsite and cemetery. It was agreed that the money posted for dumpsite which ^{was} 11,000,000 and cemetery \$250,000 be used ~~as well~~ and if possible ~~and~~ the documentation ~~start~~ start immediately, so that the time frame is met.

(2) It was agreed that the Commission to help in identifying the locations where ^{we} get land ~~specifically~~ ~~where settlement is~~ places with ~~sparingly~~ ~~settled~~ ~~ones~~ with sparsely populated. They were to identify even the owners of such land.

(3) ~~They were~~ ~~approve~~ They also approved the recurrent expenditure but were ~~appealing~~ ~~for~~ ~~more~~ ~~allowances~~ ~~arguing~~ arguing that the money posted was ~~little~~ small and couldn't allow them to have enough meetings. It was also agreed that the allowances ~~are~~ ~~determined~~ determined by SRC so we couldn't amount

(4) It was agreed that all the ~~requirements~~ requirements regarding the processes must be followed eg. News and the public participation.

(5) That the U.G. money should be shared on 50% 50% arrangement with the department of lands.

(6) A ~~report~~ ^{we proposed} ~~on~~ ~~the~~ ~~recurrent~~ ~~expenditure~~ was ~~also~~ ~~agreed~~ ~~as~~ ~~follows~~.

- (3)
- ① We also agreed that the Land Directors together
with our chiefs to help us on the Land issue; At
the same time the County attorney should be involved
Under ~~Matter of~~ Matter of Removal
-

① That assessment by World Bank shall be
done around 22nd of this month hence the
relevant documents to be put in place.

② The rennovation of the Market couldn't go
on since the said money is yet to given
to us to start the ~~procurement~~ procurement
process and that has caused the ~~delay~~ delayance.

③ Proposal for Disaster management by fire,
flood should be done.

④ There is need for a bigger administration
office to enable our officers to space.

⑤ There is need to map out the municipal
boundary to enable the expansion to be realized

⑥ A proposal should be ~~out~~ worked out for
a specialy building for the board and the
staff.

⑦ should have inventory for the stores at
market and the reported ones to be
allocated afresh, because some people have invaded the
market.

⑧ Annual movement in town should be
control and charges put as per finance bill
2022.

9 We organize for an open activities within
the municipality e.g free medical camp.

10 Revenue streams should be created
for municipality by posting of Revenue officer
for and charter.

There being no business the meeting
ended with a word of prayers from

11 Mr Ojira to organize for the minutes
on 2nd meeting

12 Need for Public for meeting