

**KITENGELA MUNICIPALITY**  
**FULL MEETING OF THE MUNICIPAL BOARD**  
**CONVENED BY THE MUNICIPAL MANAGER ON THE**  
**02 /02/2024 AT THE MUNICIPAL BOARD**

**Members Present**

1. Hon Julius Ntayia
2. James Mbugua
3. Ben Nzioka
4. Penina Pesi
5. Timothy Njuguna
6. Ruth Kametoi
7. Josephine Nashipae

**Absent with apology**

1. CEC lands
2. CO urban development, housing and municipalities
3. Fhelix Muneria

**Agendas of the meeting**

1. Reading & confirmation of previous minutes
2. Matters arising
3. Status of ssranfer of functions
4. Status of IDEP preparation
5. Supplementary budget proposals
6. Approval of Budget proposals for yr 2024/2025
7. Vetting of citizen for a officials

**Min 1/1/2/10/2023**

The chairperson called the meeting to order at 10.15

And invited the secretary to read the minutes of the previous meeting.

The secretary to the board read the minutes and they were proposed by Timothy Njuguna and seconded by Ruth Kametoi

Matters arising

- Numbering of pages
- CECM enforcement
- CECM County Attorney.
- WARMA

Then implementation should follow within fourteen days

### **Min 2/2/10/2023 Adoption of committee reports**

The following reports were tabled and discussed

1. The environment and natural resources committee – it was agreed that the issue of decongesting the landfill as discussed with the governor should be pursued and a budget presented to CECM finance for further consideration
  - a. The municipal surveyor to resurvey the area to ascertain the true acreage.
  - b. The minutes of 16<sup>th</sup> Feb we this adopted without further amendments
  - c. The HR committee. The report was adopted without amendments
2. The technical committees
3. The partnerships committee – the secretary was requested to pay membership for the municipal to join the chamber of commerce thus benefitting from various opportunities that may arise.
4. Finance and audit committee presented their report together with the world bank minimum

### **Min. 3/3/10/2023 / development controls**

The board proposed a citizen forum to hold on 22<sup>nd</sup> Wednesday November 2023.

Form UACA 003 & 001 were adopted with slight amendments

The municipal manager was tasked with developing draft municipal by laws

### **Min 4/4/2/10/2023- RESOLUTIONS**

**Resolution 1.** That a special purpose committee be constituted to start preparation of the municipal strategic plan.

Ad hoc committee directors

Hon. Ntaya, James, Felix, Josephine

**Resolution 2.** That Amos Koitumet who was initially the accountant be replaced by **Raphael Mbiti Kiki. ID. 31365609. PF/NO.20190071384. Accountant.**

**Supplementary budget ...** the following items were discussed and funds reallocated.

- Waste and vehicles
- Board allowance
- Advertisement and publishing
- Electricity
- General office supply
- Computers accessories
- Lubricants

**Min 5/5/2/10/2023: A. O.B**

- Proper constitution of committees
- There being no other business the meeting was adjourned

Signed -----Date: -----

Chairperson:

Secretary: