

**MINUTES OF THE SPECIAL BOARD MEETING OF THE BOARD OF MUNICIPALITY OF MALINDI
HELD ON 19TH SEPTEMBER, 2019 AT THE MUNICIPAL CHAMBERS, MALINDI**

MEMBERS PRESENT

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| 1. Kassamjee Aliasgar Shabbir | Board Chairman |
| 2. Mr. Sholo Benjamin Kambi | Member |
| 3. Mr. Charles Dadu Karisa | Member |
| 4. Mr. Moses Munga Gunda | Member |
| 5. Mr. Johnson Kaviha Toya | Member |
| 6. Ms. Yvonne Khayanga Mafunga | Member |
| 7. Mr. Geoffrey Katsoleh | Member |

ABSENT WITH APOLOGIES

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| 1. Ms. Victoria Zawadi Safari | Vice Chairperson |
| 2. Ms. Sumayya Hassan | Member |

OFFICERS PRESENT

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| 1. Mr. Silas K. Ngundo | Municipal Manager/ Secretary |
| 2. Ms. Jacinta M. Makau | Municipal Planner |
| 3. Ms. Bahati Rajab | Municipal Accountant |
| 4. Mr. Emmanuel Chome | ICT Officer |
| 5. Ms. Elizabeth Sidi | Municipal Environmental Officer |

Agenda

- a. Review and adoption of the Municipality of Malindi Annual Investment Plan 2019/ 2020
- b. Review and adoption of the Municipality of Malindi Budget proposal for 2019/ 2020 (supplementary)

The Chairman called the meeting to order at 4.34pm and informed the meeting that the notice of the meeting had been issued in good time and was scheduled for the morning but due to unavoidable reasons, the meeting had to be rescheduled for the afternoon.

The agenda of the meeting was adopted as is after a **proposal** by **Mr. Sholo Benjamin Kambi** and was **seconded** by **Mr. Johnson Kaviha Toya**.

The Chairman confirmed that the Municipal Manager sent the budget proposal to all members through email and thus it was easy for the members to follow having read through it earlier.

He then invited the Chairman Finance, Administration and Governance (FA&G) to make his presentation of the budget proposal.

MIN.01/MM/19/9/2019 – REVIEW AND ADOPTION OF THE MUNICIPALITY OF MALINDI BUDGET AND ANNUAL INVESTMENT PLAN 2019/ 2020

The Investment Plan is to be annexed with the budget proposal.

- Mr. Sholo Benjamin Kambi, the Chairman Finance, Administration and Governance committee Chairman began presentation of the budget by thanking the Administration for organizing a retreat at Sunshine Resort in Mombasa where the budget and investment plan were discussed exhaustively.
- He also thanked the staff for going out of their way working odd and late hours to ensure that the Municipality has a budget proposal. It was not easy and the 3 days allocated for the exercise were not enough to complete the assignment.
- This is a programme based budget whereby we had 2 programmes. No ceilings were given to guide us.

After the Chairman Finance had taken the members through the budget, the following was suggested:

- The purchase of a motor vehicle be removed completely and the same can be achieved as a component of the capital KUSP projects
- Salary should be budgeted for so as the staff at the Municipality are paid from the Municipal budget
- We should not include the legal fees unless it is anticipated that we shall be compensating land owners which again is a function of the National Land Commission. Such shall be handled by the County Attorney.
- The budget should at this juncture be looking at low lying fruits projects which shall increase the visibility of the Municipality in the first six months up to the period ending 30th June, 2020.
- The Cabinet memo will also guide the budget in determining the projects and programmes in the functions that are to be delegated
- Publicity and awareness campaigns on the environment need to be emphasized with plans made on how to manage the existing as well as new dumpsites
- The publicity campaigns that will quickly sell the Municipality to the community should be made through billboards strategically placed within the town
- Clean ups should be enhanced and once an area is cleaned, the same can be handed over to the Enforcement Department to ensure it is well kept and offenders are arrested and punished

- Illuminated billboards can be used as part of the low hanging fruits that will sell the Municipality within a short time
- To save on electricity bill costs, the publicity and advertising illuminated billboards shall be using solar while the content shall be both for the Municipality as well as other advertisers to raise revenue
- The Annual Investment Plan and UDG have to undergo Public participation and the funds have to be reflected in the Municipality budget
- To avoid incurring new expenses on the drawing of designs for the storm water drainage, the existing reports and plans already done for the town can be referred to as they may still be relevant.
- The matter of the fire station refurbishment should be given priority as many incidents of fire are reported due to the many makuti structures in the town. This should also consider the purchase of new fire engines.

At this juncture, the Chairman called out for approval and adoption of the proposed Municipality of Malindi budget 2019/ 2020 to be submitted for the supplementary. This was:

Proposed by: **Mr. Sholo Benjamin Kambi**

Seconded by: **Mr. Geoffrey Katsoleh**

Thus the Municipality of Malindi ***budget proposals for 2019/ 2020 FY is hereby approved and adopted by the Board of the Municipality of Malindi with the necessary amendments***

- Some of the quick win projects that can be considered for implementation in this six months period include:
 - Branding of public spaces
 - Putting up both illuminated and non illuminated billboards
 - Intensified town clean ups
 - Removal of illegal businesses put up haphazardly on road reserves and other unauthorized spaces
 - Slashing and maintaining of hedges
 - Increase the visibility of the Enforcement Department
 - Beautification
 - Signage, painting and marking of the roads
- Some money should be allocated for the employment of 4 permanent staff and some casuals to enable the Municipality have its own staff

Upon a call by the Chairman, the Municipality of Malindi Annual Investment Plan was adopted. It was:

Proposed by: **Mr. Sholo Benjamin Kambi**

Seconded by: **Ms. Yvonne Khayanga Mafunga**

Thus, ***the Municipality of Malindi Annual Investment Plan for 2019/ 2020 was adopted by the Board of the Municipality of Malindi with the necessary amendments*** to be made.

- Members agreed that the officers who attended this meeting be considered for a per dime as the meeting had gone way past their official working hours.

The meeting was adjourned at 8.07 pm.