



**Neighborhood and Family Services Commission Meeting**  
**Commission Members will attend either in person or by telephone or video conference call**

Wednesday, June 26, 2024, 6:00 p.m.  
AZ Complete Health Avondale Resource Center, 995 E. Riley Drive  
Aravaipa Conference Room  
Avondale, AZ 85323

*Physical Access to the Aravaipa Conference Room will be available 30 minutes prior to the meeting.*

**AGENDA**

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| <b>1. Call to Order</b>   | Chairperson Oliver Morrison   |
| <b>2. Review and Approval of the March 27, 2024, Meeting Minutes</b>  | Chairperson Oliver Morrison   |
| <p>This item is for discussion and possible action.</p>   |   |
| <b>3. Community Needs Assessment:</b> Presentation by Civitas, the City’s consultant hired to develop a 5-Year Consolidated Plan as required by the U.S. Department of Housing and Urban Development. Civitas will discuss affordable housing needs and community development goals within the City, and their approach to formulating the Plan through surveys, outreach to the community and stakeholders, public meetings, and hearings. | Spencer Christian, Civitas  |
| <p>This item is for discussion only.</p>  |   |
| <b>4. FY2025 Contributions Assistance Program:</b> Staff will provide an update on the process, review, and selection of applicants recommended for funding approval which will take place on Monday, July 8, 2024’s City Council Meeting followed by an award ceremony on Wednesday, August 7, 2024.   | Edith Baltierrez,<br>Neighborhood and Family<br>Services Assistant Director |
| <p>This item is for discussion.</p>   |   |
| <b>5. Future Agenda Items:</b> This item is for information only.   | Commission and Staff  |
| <b>6. Announcements:</b> This item is for information only.   | Commission and Staff  |
| <b>7. Call to the Public:</b> This item is for information only.  | Chairperson Oliver Morrison   |
| <b>8. Adjournment</b>   | Chairperson Oliver Morrison   |

Individuals with special accessibility needs, including sight or hearing impaired, large print, or interpreter, should contact the City Clerk at 623-333-1200 or TDD 623-333-0010 at least two business days prior to the meeting.

Personas con necesidades especiales de accesibilidad, incluyendo personas con impedimentos de vista u oído, impresión grande o interprete, deben comunicarse con la Secretaria de la Ciudad at 623-333-1200 o TDD 623-333-0010 cuando menos dos días hábiles antes de la junta.



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### MEETING MINUTES

**Commission Members in Attendance:** Shari Weise, Dawn Gerundo, Michelle McMullen, Oliver Morrison

**Commission Members Absent:** Pearlette Ramos (excused), Jerome Brownlee Jr. (excused), Fabian Prado (unexcused),

**City Staff and Guests in Attendance:** Neighborhood & Family Services Assistant Director Edith Baltierrez, City of Avondale Housing & Community Development Manager Regina Marette, Administrative Assistant Alisa Chavez, Administrative Assistant Mayra Garibo-Davila, Youth & Community Engagement Coordinator Mariela Gonzalez

#### 1. Call to Order

The Neighborhood and Family Services Commission meeting was called to order by Oliver Morrison at 6:05 p.m.

#### 2. Review and Approval of the November 29, 2023, Meeting Minutes

Ms. McMullen made a motion to accept the minutes as written. Mrs. Weise seconded the motion. The minutes were approved unanimously with an Aye by Members present.

**Mr. Morrison stated:** This agenda item was a public hearing started at 6:09 p.m. March 27, 2024. To submit a public comment please email [cityclerk@avondaleaz.gov](mailto:cityclerk@avondaleaz.gov).

#### 3. Housing & Community Development Draft 2024-2025 Annual Action Plan Update:

Housing & Community Development Manager Regina Marette presented the Draft 2024-2025 Annual Action Plan.

Ms. McMullen asked for additional clarification on how grant funding was allocated. Ms. Marette stated that allocation of funds were based on essential community requirements, with input from residents, businesses, and service providers being considered. Ms. Marette outlines a five-year strategy to showcase that projects adhered to the requirements of the grant. Ms. Marette indicated grants such as CDBG (Community Development Block Grant) funding was restricted to specific areas within the city, as dictated by the terms of the grant.

Mrs. Weise inquired about the possibility of funding ADA (American with Disabilities Act) accessibility for parks through housing grants. Ms. Marette stated the Housing & Community Development Division has provided financial assistance for park enhancements, while Parks & Recreation works with alternate funding sources to address additional expenses. Ms. Marette indicated the Parks & Recreation Department was currently undertaking an evaluation of ADA accessibility at parks in order to make enhancements.

Mr. Morrison inquired about the ongoing projects at hand. Ms. Marette outlined these projects: Pocket Park on Western Ave., Sam Garcia Library, Facade projects with Opportunity Tree Organization and Sam Garcia Library.

Mrs. Weise inquired about the funding allocated for security deposits and whether they were required to be reimbursed by the participant. Ms. Marette emphasized that since the aid is offered through grant funding, there was no need for repayment at any time.

Mr. Morrison inquired about the details and prerequisites of the home repair program. Ms. Marette stated the primary objective of the Home Repair Program was to prioritize the safety and accessibility needs of income-eligible families, with a particular emphasis on meeting ADA standards.

Mariela Gonzalez, the Youth & Community Engagement Coordinator shared more details about the AviTemp program (Avondale Teen Employment and Mentorship Program) which was supported by CDBG funding.

**Mr. Morrison opened the public hearing and did not receive any requests to speak. Mr. Morrison closed the public hearing at 6:32 p.m. March 27, 2024.**

#### **4. Avondale Leading Edge Non-Profit Community Impact Award Update:**

Edith Baltierrez, the Assistant Director of Neighborhood & Family Services, delivered an update on the recipient of the 2023 Leading-Edge Nonprofit award, Mission of Mercy. A comprehensive overview of the services offered by this award-winning organization was presented.

Ms. Marette inquired about whether the organization operates on a statewide level or focuses on a specific area. Ms. Baltierrez made it clear that the organization operates in various cities, with a regular operational base in Avondale every Monday.

## **6. Future Agenda Items**

- Public safety Update
- Senior Services Update

## **7. Announcements**

Ms. Baltierrez provided information on the following projects and events:

- The Health & Resource Fair was scheduled for Saturday, April 6, from 10:00 AM to 2:00 PM. Attendees will have access to a variety of services and resources, as well as enjoy family activities, food, and performances.
- The Teen Summit Opioid Prevention was set to occur on Thursday, April 25, from 5:00 to 7:30 PM. The event featured breakout sessions for parents and teens, a presentation by the Police Department on risks and dangers, a testimonial, and dinner.
- Global Youth Service Day took place during Earth Week on April 20, from 7:30 AM to 11:30 AM at Festival Fields Park. Volunteers helped with planting trees and shrubs, directing traffic, and clean up. Breakfast was also provided.
- Avondale CARES organization was looking to expand its board by welcoming new members. Avondale CARES, a non-profit 501(c)(3) organization works with community members and the City of Avondale staff to improve the resources and services of Avondale's libraries, recreation, parks, and trails.

Mrs. Weise made an inquiry about KidsFest on Saturday, April 13th. Ms. Baltierrez mentioned that Neighborhood & Family Services will also be participating in the event and offer details about the services provided at the AZ Complete Health Avondale Resource Center.

Ms. McMullen inquired about the methods to distribute event details to the public. Ms. Baltierrez mentioned that staff utilized a variety of platforms like social media, news releases, the City's Rave magazine, flyer distribution, and the website.

## **8. Call to the Public**

None

## **9. Adjournment**

Mr. Morrison made a motion to adjourn; the motion was seconded by Ms. McMullen. The motion passed unanimously with an Aye by Members present. The meeting adjourned at 6:55 p.m.

Next meeting, 6:00 p.m. – AZ Complete Health Avondale Resource Center – June 26, 2024.