



## Neighborhood and Family Services Commission Meeting

Commission Members will attend either in person or by telephone or video conference call

Wednesday, March 26, 2025, 6:00 p.m.  
AZ Complete Health Avondale Resource Center  
995 E. Riley Drive Avondale, AZ 85323  
Aravaipa Conference Room

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

### AGENDA

1. **Call to Order** Chairperson Fabian Prado
2. **Review and Approval of the November 13, 2024, Meeting Minutes** Chairperson Fabian Prado  
  
This item is for discussion and possible action.
3. **Avondale Police Department:** An update on public safety will be provided to our Neighborhood and Family Services Commissioners. Memo Espinoza, Avondale Police Chief  
  
This item is for discussion.
4. **Election of 2025 Officers:** Commission Members will elect a Chairperson and Vice Chairperson for the 2025 calendar year. Commission Members, facilitated by Chris Lopez, Neighborhood & Family Services Director  
  
This item is for discussion and possible action.
5. **Avondale Leading Edge Non-Profit Community Impact Award:** Staff will provide an update on the review and selection of recipient to be awarded at the State of the City event in the spring of 2025. Chris Lopez, Neighborhood and Family Services Director  
  
This item is for discussion.
6. **Future Agenda Items:** This item is for information only. Commission and Staff
7. **Announcements:** This item is for information only. Commission and Staff
8. **Call to the Public:** This item is for information only. Chairperson Fabian Prado
9. **Adjournment** Chairperson Fabian Prado

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# Avondale

## Neighborhood & Family Services

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AZ Complete Health Avondale Resource Center, 995 E. Riley Drive

Aravaipa Conference Room

Avondale, AZ 85323

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### MEETING MINUTES

**Commission Members in Attendance:** Dawn Gerundo, Shari Weise, Michelle McMullen, Fabian Prado, Eddie James

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

**City Staff and Guests in Attendance:** Neighborhood & Family Services Assistant Director Edith Baltierrez, Administrative Assistant Mayra Garibo-Davila, Code Compliance Manager Joshua Perez, Housing & Community Development Manager Regina Marette

#### 1. Call to Order

The Neighborhood and Family Services Commission meeting was called to order by Fabian Prado at 6:02 p.m.

#### 2. Review and Approval of the June 26, 2024, Meeting Minutes

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

#### 3. Code Compliance Curb Appeal Program:

Mr. Perez delivered a presentation on Code Compliance's Curb Appeal Program. A selection committee was required to evaluate the nominees and provide recommendations to the City Manager for the final award recipient. This initiative was a pilot program that will be conducted on a quarterly basis, beginning with residential properties. If the program proves successful, the City will consider expanding it to include commercial properties. The award will be presented to the chosen residence during a council meeting.

Mr. James asked about the other curb appeal themes identified in other cities through the research carried out by Code Compliance. Mr. Perez discovered that the available programs were primarily located

on the East Coast and did not address the unique requirements of Avondale. Mr. Perez noted that water conservation was a significant aspect of the program.

Ms. McMullen inquired about the process for submitting nominations. Mr. Perez explained that recommendations would be made by code compliance officers, with recommendations from homeowners' associations taken into account.

Mr. James considered it an exciting achievement to be the first to launch this initiative in Arizona.

Ms. Weise inquired whether code compliance addressed the issue of trees overgrowing into bike lanes. Mr. Perez responded that yes, the matter could be resolved.

#### **4. FY2025-2029 Five-Year Consolidated Plan:**

**Mr. Prado stated: This agenda item is a public hearing opened at 6:19 p.m. on November 13, 2024. To submit a public comment please email [cityclerk@avondaleaz.gov](mailto:cityclerk@avondaleaz.gov).**

Regina Marette presented on the Five-Year Consolidated Plan. As a condition of receiving HUD funding, the City must submit to HUD a 5 Year Plan that assessed Avondale's affordable housing and community development needs and market conditions and to make data-driven, place-based investment decisions. The ConPlan includes a needs assessment, market analysis and results of public input from Avondale's stakeholders (non-profit community and service providers) and its citizens. The Con Plan also identifies Avondale's priorities for the next 5 years.

Ms. Weise inquired about the criteria the city uses to select participants for the home repair program. Ms. Marette responded by explaining that an inquiry form must be submitted, and participants must meet specific requirements, including homeownership and health and safety needs, as this is not a home rehabilitation program. Additionally, residents are assessed on a first-come, first-served basis.

Ms. McMullen asked if the Avondale Teen Employment Program (AviTEMP) was only offered during the summer. Ms. McMullen confirmed that this 7- week program was only offered over the summer months.

Ms. McMullen identified a section of her neighborhood that required repairs. Ms. Baltierrez advised staff would look into this matter and reach back out to Ms. McMullen with an answer.

Ms. McMullen inquired whether the down payment assistance program was limited to funding for 8 homebuyers. Ms. Marette clarified that the number of homebuyers supported can vary based on the funding allocated for each individual home, indicating that the figure is merely an estimate.

Ms. Weise asked whether workforce services were tailored to specific age groups. Ms. Marette advised that workshops and support services were accessible to individuals of working age and were available across the valley.

Ms. Gerundo inquired about the criteria for selecting which community requests received funding. Ms. Marette responded that not all funding can accommodate these requests, as they must meet the eligibility criteria set by the grants.

Ms. Gerundo suggested ways to enhance survey participation to ensure the community felt acknowledged. Ms. Marette shared 150 responses had been received.

Ms. Weise inquired about the possibility of offering scholarships for individuals interested in participating in the Mountain View Community Center. Ms. Marette responded that such an option was currently not available. However, the Contributions Assistance program was an alternative option, providing support to cover certain services that were not eligible for funding through HUD Grants.

Mr. Prado inquired about the duration of the HUD survey. Other commissioners stated that the survey typically takes around 5 minutes to complete. Ms. Marette mentioned that it is exclusively available to Avondale residents. Mr. James noted that the community might not be fully informed about the services funded by grants and their tangible effects.

Ms. McMullen proposed leveraging school resources and applications to enhance communication and gather additional feedback. Ms. Weise inquired whether the survey had been distributed at the libraries and recommended displaying a prominent QR code in accessible areas. Mr. Prado proposed setting up a table at a high school event known for its high attendance and offered to assist in providing a contact for this initiative. Ms. Marette made note of all of the suggestions.

Mr. James inquired about the implications for applicants who do not meet the home repair requirements. Ms. Marette mentioned that staff make use of additional resources, such as the Contributions Assistance Program and its affiliated partners. For instance, the AZ Service Project, one of the awarded nonprofit organizations, offers services that can assist with home repairs.

Ms. Gerundo proposed collaborating with high school programs, particularly in the area of building and construction through Career Technical Education (CTE) to supplement the Home Repair Program. Ms. Marette indicated that was a good idea and advised she would have staff explore that option.

**Mr. Prado closed the public hearing at 6:52 p.m. November 13, 2024. To submit a public comment please email [cityclerk@avondaleaz.gov](mailto:cityclerk@avondaleaz.gov).**

#### **5. Avondale Leading Edge Non-Profit Community Impact Award**

Edith Baltierrez, the Assistant Director of Neighborhood & Family Services, provided information on the selection process for the 2024 Leading-Edge Nonprofit award to be held sometime in February. She also invited commissioners to consider volunteering for the selection committee.

#### **6. Future Agenda Items**

- Public safety Update
- Senior Services Update

#### **7. Announcements**

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

- Littles Learn & Connect: Hometown Holidays took place at the resource center on Friday, December 6 which offered a free event tailored for families with children aged 0-5, featuring a variety of festive activities and delightful treats.
- The Health & Resource Fair has been scheduled for Saturday, April 5, 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.
- A New Leaf's Voluntary Income Tax Assistance program which offers complimentary tax preparation services to low-to-moderate-income households in the Valley has initiated their campaign for identifying volunteers to help run the program at the resource center.
- The Resource Center has partnered with the Arizona Diaper Bank. Distribution of emergency baby diapers, toddler pull-ups, wipes, adult diapers, and menstrual products happens on Fridays from 10:00 AM - 11:00 AM and 3:00 PM - 4:00 PM at the Arizona Complete Health Avondale Resource Center. Items are available on a first-come, first-served basis, depending on stock level. Individuals and/or families can register no more than one time per month to receive supplies.

**8. Call to the Public**

None

**9. Adjournment**

Mr. Prado made a motion to adjourn; the motion was seconded by Ms. Gerundo. The motion passed unanimously with an Aye by Members present. The meeting adjourned at 7:04 pm.

Next meeting, 6:00 p.m. – AZ Complete Health Avondale Resource Center – **March 26, 2025.**