

Sun City PRIDES, Inc.

THINGS YOU NEED TO KNOW

PRIDES = Proud Residents Independently Donating Essential Services

The City: Sun City, with a population of over 45,000 covers 14 square miles. There are 210 miles of streets which include 29 miles of parkways with grass and/or desert landscaped medians and rights of ways. There are more than several hundred trees and plants on these medians. There are also 11 miles of drainage ways to be maintained.

The volunteer members of PRIDES provide several thousand hours of work each year by cleaning up litter. In addition, they trim, feed, and water trees and shrubs. They also pick oranges from the ornamental orange trees on the public rights of way and paint the trunks of these orange trees.

The Organization: To arrange for the effective execution and monitoring of these tasks, the PRIDES is organized and run by a volunteer Board of Directors, numerous specialized task groups and various committees.

The Board of Directors consists of four officers and as many as five (5) additional directors who may serve a maximum of three two year terms. Directors are elected by the membership; officers are elected by the Board.

To facilitate the work of the organization, each non-officer director may be assigned liaison responsibilities between Support Operations and the Board of Directors.

Support Operations includes committees and individuals managing organizational tasks. The liaison responsibilities include, but are not limited to the following:

- Liaison between all aspects of the organization dealing with membership, recruitment and assignment of volunteers, and communication with membership.
- Oversight of physical inventories; i.e. building, tools, equipment, vehicles, maintenance and licensing.
- Liaison between all individuals and committees dealing with supportive activities, i.e. events, public awareness, PRIDES visibility, social events, etc.
- Liaison between groups and individuals involved in the upkeep and maintenance of Sun City grounds, i.e. Squad, painters, trimmers, Phase Coordinators, Irrigation Squad, Weed Control, fertilizing, etc.

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- Oversight of organizational functions dealing with legal and financial issues, as well as those which ensure the continuity and consistency of the organization's policies and procedures.

Field Operations are organized and monitored by Phase Coordinators and the Squad Leader with specific responsibilities.

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Phase Coordinators recruit, place and support volunteers assigned to work in a specific Phase. (Phase One – Olive to Grand; Phase Two – Grand to Bell; Phase Three – Bell to Beardsley).

Other teams with specialized responsibilities support and assist Phase volunteers. The supportive activities include trimming, fertilizing, painting, special area clean-up projects, etc.

The activities of the PRIDES are further completed by groups and individuals with responsibilities for communications, record keeping, promotion, publicity, and member well-being.

Member Involvement: Many volunteer assignments with the PRIDES involve individuals working either alone or with a partner and at times of the volunteer's choice. A large group (called the "Squad") meet every Saturday morning to do various work activities. Many members meet for breakfast after the Saturday work time. This is a wonderful time to get to know other PRIDES.

Members are to inform their Phase Coordinator whenever they are unavailable to work for an extended period of time, such as leaving for the summer, illness or injury. This way the Phase Coordinator can get their tasks covered in their absence.

If a member terminates his membership with PRIDES, he/she is to turn in all equipment and supplies to the Phase Coordinator.

The ANNUAL meeting, usually held the first Saturday in January, also provides an opportunity for getting information and socializing with colleagues.

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Regular membership meetings are held on the first Saturday of each month with exception of June, July, August and September. Board meetings are held after the membership meetings.

There are many Support Operations in which PRIDES members can become involved. These include, but are not limited to, Arbor Day Committee, Audit Committee, Building & Equipment, Communications, Events, Graffiti Control, Guard Rail Painting, Historian, Landscape Maintenance, Membership Records, Phase Coordinators, Luncheon Planning, Public Relations, Telephone Committee, Safety Officer, Service Pins, Squad Leader, Tree Painting, Tree Trimming, Van Drivers, Vehicle Maintenance, and Vest & Hats.

If you have a special interest or talent that you would like to share, please contact your Phase Coordinator.

Opinions, suggestions, and offers of assistance by the membership are greatly encouraged. Individuals are invited to communicate with a Board member or any officer relative to the business of the PRIDES.

If you wish to report an area needing special attention by any of the specialized task groups or by Maricopa County, please contact your Phase Coordinator.

Privacy Policy: We collect contact information, including email addresses, for PRIDES business only. This information is not to be shared with anyone outside of the PRIDES organization. It is important for all members to respect the privacy of other members. Our privacy policy is for both emails and the website.

SAFETY TIPS FOR PRIDES MEMBERS

The **most important priority** of the PRIDES in fulfilling its mission is the safety of its volunteers. We urge you to take every precaution while giving your service. It is more important that you remain safe and well than the last cigarette butt gets picked up.

If you see areas or practices that need special safety considerations, refer these to your Phase Coordinator, who will contact the PRIDES Safety Officer.

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1. Take special precautions to **SAFEGUARD YOURSELF AGAINST THE TRAFFIC.**

- Work **FACING** the **ONCOMING TRAFFIC**.
- **LOOK** before stepping off the curb into the street.
- **USE ORANGE CONES*** especially on busy thoroughfares.
- **USE ORANGE CONES** especially if you are using a golf cart.

Place the cone far enough behind on the road side of the vehicle to give the traffic time and space to avoid hitting you.

- Do your work on days and times when the traffic is lightest, if possible.
- Do not listen to music with earphones if working on a busy street.

2. Wear a face mask* in particularly dusty areas, when using fertilizers, pesticides and when spraying anything, i.e. paint, water for cleaning trucks, etc.

3. Wear gloves* especially if there are cacti in your work area.

4. **DO NOT USE ANY PRIDES POWER EQUIPMENT UNTIL YOU HAVE BEEN AUTHORIZED TO DO SO BY THE BUILDING & EQUIPMENT MANAGER.**

- Do not wear loose clothing when using the power saw.
- Never approach anyone from the rear who is using a power tool.

5. When using a ladder, be certain that it is **FIRMLY PLACED**. If necessary, have a partner who will steady the ladder **ESPECIALLY** if you are using a power saw.

6. Do not leave the cap open on gasoline containers in the vans. Fumes can quickly accumulate to a dangerous explosive level.

7. Always wear your seatbelt in any PRIDES vehicle, even if just crossing to the other side of the street.

8. Be sure to inform those you ask to temporarily take over for you while you are absent of any special safety concerns in your area and assignment. Please notify your Phase Coordinator or team leader of anyone whom you have asked to be your substitute.

9. **DO NOT OVEREXTEND YOURSELF**. If there are any unusual things that need to be done (i.e. ditches cleaned, heavy cacti removed, etc.), inform the Squad Leader so that these chores can be assigned to volunteers or County employees qualified and equipped to do them safely and properly.

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10. It is **ILLEGAL** to drive a golf cart on roads with a **posted speed limit higher than 35 miles per hour**.

*These items and others can be picked up at the PRIDES building. See your Phase Coordinator or the Building and Equipment Manager for check-out procedures.

!!!!!!IMPORTANT!!!!!!

PRIDES tools are needed by members at different times for special jobs. Therefore, please return tools as soon as possible after use so they are available for the next job. Anyone removing tools or equipment from the building **MUST** sign them out.

