



## PECULIAR PARKS AND RECREATION

### EAGLE SCOUT PROJECT POLICY

Location: Cass County, Missouri,  
Agency: Peculiar Parks and Recreation Department

#### I. STATEMENT OF NEED

The Parks and Recreation Department receives requests annually for Eagle Scout volunteer projects and there is a need to establish general guidelines and policies for Boys Scouts of America, Eagle Scout Projects under the guidance of the City of Peculiar, Parks & Recreation Department to ensure proper planning, budgeting, and appropriateness of projects within the Peculiar Parks System.

#### II. AUTHORITY AND RESPONSIBILITY

The Peculiar Park Board carries the primary responsibility to recommend policies to govern the operation and programs of the Parks and Recreation Department, assist in planning activities and events, and give guidance for expansion of parks and recreation facilities.

#### III. STATEMENT OF PHILOSOPHY

The philosophy of Peculiar's Park Board is that Eagle Scout Service Projects are valuable and an important part of incorporating community involvement, personal and professional growth, and overall good citizenship to participating scouts. Peculiar Parks & Recreation is pleased to participate with the Boy Scouts of America in accommodating useful and worthwhile Eagle Scout projects.

#### IV. EAGLE SCOUT PROJECT GUIDELINES

##### **Requirements**

For a Boy Scout to receive an Eagle Scout Award Project with the Department, he must meet the following requirements:

- The Scout must be at least 15 years of age.
- The Eagle Scout Candidate has read the City of Peculiar – Eagle Scout Project Guidelines and the [Eagle Scout Leadership Service Project Workbook](#) thoroughly.
- The Eagle Scout Candidate has allowed a minimum of four months to the project completion deadline. (The City of Peculiar does not accept projects with "emergency" deadlines due to a Scout's impending 18th birthday.)
- The Eagle Scout Candidate is prepared to make all contacts and communications required to successfully complete his project with limited parental or adult involvement. Parents or adult troop leaders are required to accompany

the Scout during all meetings with the City Eagle Project Coordinator (Staff). However, if at any time the City Staff observes that the project is being run by adults, the City Staff has the authority to not “sign off” on the project.

- The Eagle Scout Candidate is prepared to present himself in a professional manner in his communications (phone calls, meetings, e-mails, etc.) with the City Staff.
- The project chosen (or contemplated) is of a scope and level that can be accomplished by the Eagle Scout Candidate and his crew. (Complicated projects that require too much adult participation or that have safety issues will be rejected.)
- If the Eagle Scout Candidate is willing and able to comply with the City of Peculiar’s requirements, he may proceed to the process below.

Please note that the City Staff has official duties that take priority over Eagle Scout Projects. Therefore, Eagle Scout Project meetings are arranged around the City Staff’s schedule.

### **Project Selection**

The Scout must initiate a Project Selection meeting with City Staff to present their proposal or discuss City Project Ideas.

- Eagle Scout Award Projects are available through the following means:
  - Staff Generated Projects: Peculiar Parks & Recreation maintains a list of appropriate and approved projects designated as Eagle Scout Award Projects. The number of projects each year will be limited and will be available on a first-come first-served basis.
  - Boy Scout Proposal: The Department welcomes and encourages project proposals from individual Scouts. The feasibility of proposals will be judged on a case-by-case basis, to determine if the project is a benefit to the Department and the community and meets Department standards.
- The Eagle Scout Candidate makes a visit to the sites considered and decides which project, if any, he would like to pursue.
- If the Eagle Scout Candidate chooses a City of Peculiar park project, he arranges for a meeting with the City Staff to meet at the site and talk about project details.
- The Scout must read and sign the Department of Parks & Recreation Eagle Scout Award Project Policy. Department staff will review this policy with the Scout to address any question’s the Scout may have regarding the Department's expectations.

### **Process**

- Upon selection of a City of Peculiar park project, the Eagle Scout must make an official request to the Peculiar Park Board outlining the project and basic time frame of the project.
- The Eagle Scout Candidate prepares the necessary paperwork to get the project approved through his own troop and scout office. It is the responsibility of the scout to make arrangements with City Staff to obtain any necessary signatures.
- The Eagle Scout Candidate determines the source of funding for the project, perhaps by pursuing donations or fund-raising.
- The Eagle Scout Candidate does any necessary research to learn about the type of work he will be teaching others for his project. (For example, if he is doing trail work, he should get any available literature on trail design and maintenance from state agencies or the library.)
- The Eagle Scout Candidate finalizes the plan for his project and sets up a meeting with the City Staff to get final approval of the project, funding sources, budget, and work schedule.
- The Eagle Scout Candidate notifies the City Staff two weeks in advance of his first work day to arrange for a final walk through at the site. At the final walk through, the location for material delivery should be determined, construction locations flagged, and last minute questions answered.

### **Project Completion**

For a Boy Scout to successfully complete his Eagle Scout Award Project, the following conditions apply:

- The Scout must appear at the time designated for the project, and may not leave until the project is completed. An exception will be made if the project is predetermined to take more than one day, or an arrangement has been made between the Scout and the Department prior to project commencement.
- The Scout and all volunteers must sign a City of Peculiar Volunteer Waiver prior to project commencement. Volunteers who do not sign the waiver will not be allowed to participate.
- It is the responsibility of the Scout to make appropriate schedule adjustments in the event of work day cancellations or if necessary postponements occur. Notification to City Staff is required for any schedule adjustments.
- The Scout must demonstrate proper tool and material use, and project procedures to the participating volunteers. The Scout must also inform volunteers of any safety issues that may apply.
- The Scout must show quality leadership skills in planning and directing the project, including:
- Motivating and directing volunteers in an effective manner leading to the satisfactory completion of the project.
- Ensuring that the Department's tools and facilities are respected and materials are used in a proficient, conservative manner.
- Maintaining a focus on the quality of work being done, ensuring a high-end product.
- The Scout must conduct himself as a representative of the City of Peculiar at all times. It is the Scout's responsibility to assure that he and his volunteers are courteous in contacts with the public and perform their duties in a prompt, safe, and reliable manner.

The Eagle Scout Candidate must notify the City Staff that he has completed the project and schedule a completed project walk through. If the Eagle Scout Candidate has complied with the City's and scout office procedures and has successfully completed his project, the City Staff will "sign off" on any paperwork that is required of the Eagle Scout Candidate at this meeting.

Congratulations! You have completed your Eagle Scout Leadership Service Project. Good luck at your review board!

### **Project Cancellation**

Reasons a Boy Scout may not successfully complete an Eagle Scout Award Project with Peculiar Parks & Recreation includes the following:

- Project does not get completed in the time allotted. Exceptions may be made for extenuating circumstances such as an extreme weather event, death in the family, etc.
- The Scout does not meet the time requirement for acquiring project approval and scheduling.
- The quality of work on the Scout's project does not meet the Department's standards as defined in his project.
- The Scout or volunteer s disrespect the Department's property, personnel or members of the community.
- The Scout does not take the initiative and lead the project to completion. If someone other than the Scout is required to take the lead on the project, such as Department staff, a parent, Scout leader, or other member of the volunteer group, the Scout will be issued a warning. If someone other than the Scout continues to direct the project, the Department staff has the discretion to end the project.

**Policy Recognition**

This policy outlines and signature confirms the Scout is informed of all rules and regulations associated with an Eagle Scout Award Project. If the Scout, or member s of the volunteer group, chooses not to follow the rules and regulations, the Department staff reserves the option of ceasing operations on the project.

I have read and understand the above Eagle Scout Award Project Policy, and will do my best to adhere to the Rules and Regulations set for therein. If, or my volunteers, do not follow the outlined rules, Peculiar Parks & Recreation has the right to cease operations, resulting in the unsuccessful completion of my project.

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NAME OF BOY SCOUT: \_\_\_\_\_ DATE: \_\_\_\_\_

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ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

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HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

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EMAIL: \_\_\_\_\_

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TROOP LEADER: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_ TROOP NUMBER: \_\_\_\_\_

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SIGNATURE: \_\_\_\_\_

**V. APPROVED PROJECT LIST**

The Peculiar Parks & Recreation Department has provided a list of potential Eagle Scout Projects available for Eagle Scout Candidates to choose from. See Appendix A.

**VI. ANNUAL REVIEW**

The Peculiar Park Board shall review this Overnight Camping Policy as needed to ensure the best possible service to the public.

# Eagle Scout Award Project Ideas

## Raisbeck Trail Enhancements

- Construction of Bat Houses in the wooded areas of Raisbeck Park
- Construction of a 2 rung, split rail fence along nature trail
- Construction of 3 to 4 natural looking benches along the trail
- Construction of Blue Bird or Martin Houses
- Clear out dead limbs/tree debris in the Raisbeck Natural areas
- Construct & post Nature Trail sign-age including Trail Head signs

## Raisbeck Arboretum

- Identify and map out each tree
- Developed a brochure/map of arboretum
- Tree Planting within Raisbeck Park to add to tree listing

## Raisbeck Sports Complex

- Bleacher Repair & Paint
- Picnic Table Repair & Paint
- Refurbishing Raisbeck Playground equipment & mulch
- General Landscaping & Beautification
- Field Location Sign at park entrance (see picture #1)
- Replace Chain Link Parking lot fence with Natural Split rail fence
- Informational Kiosk (see picture #2)

## Mayor's Park / Shari Dr. Park

- Install baseball field backstops for practicing
- Install Soccer goals for practice fields
- Bike Rack for neighborhood children
- Build a Walking bridge to access Mayor's Park
- Install Player benches near the practice backstops

## McKernan Park

- Picnic Table Repair & Paint

## City Lake

- Porta-Pot enclosures (see picture #3)
- Volleyball Courts (sand or grass)
- Sitting Benches along the shoreline at the lake
- Picnic Table Repair & Paint
- General Landscaping & Beautification
- Tree Planting along Shoreline & throughout Park

## Other Ideas

- Build an Archery Range
- Storage Shed at City Lake or another Park
- Repainting of parking lot lines
- Construction of 1st Aid kits for sports teams
- Fire Ring with Sitting Benches
- Flag Pole & Installation
- Garbage Dumpster Enclosure
- General Landscaping & Beautification at Park Monument Signs

## Railbed Trail Projects

- Connecting links of the Railbed to the downtown trail

Picture #1



Picture #2



Picture #3

