RANSON PARKS AND RECREATION

~ AGENDA ~

REGULAR MEETING

Ranson Parks and Recreation
www.ransonwv.gov

November 16, 2026 | 6:00 P.M. | Council Chamber

MEETING REGISTRATION:
https://ransonwv.gov/yourgovernment/agendas-and-minutes/

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. Minutes - October 22, 2026
   Ranson Parks and Recreation 102026 (23).docx

III. DIRECTORS REPORTS

IV. OLD BUSINESS

1. Discussion for Ranson Tree Lighting, Pizza with Santa and expectations
2. Hunter Muse Park permitting process
3. Consideration to purchasing a television for the Ranson Civic Center to enhance the facility's functionality and support presentations, meetings, community programs, and special events.
4. Plans for the Kitchen area at the Ranson Civic Center

V. NEW BUSINESS

1. Cancelling the December Parks and Recreation meeting due to the holiday season and scheduling considerations.
2. Staff security at the Civic Center and other Parks
3. Consideration to extending the operating hours of the Ranson Civic Centr to allow the facility to remain open later.
4. Sound System for Civic Center
5. Ideas for decorarting the Parks and Recreation Truck for the Ranson and Charles Town

Christmas Parade

6. Approval for annual floor cleaning

7. Consistent park signs for all parks with examples of current signs
   IMG_20261107_122855.jpg
   IMG_20261107_124142.jpg
   IMG_20261110_122657.jpg

VI. ADJOURNMENT

AGENDA ITEM 1

Ranson Parks and Recreation Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **APPROVAL OF MINUTES**

SUBJECT: Minutes - October 22, 2026

ATTACHMENTS:

Ranson Parks and Recreation 102026 (23).docx

AGENDA ITEM 1

Ranson Parks and Recreation Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **OLD BUSINESS**

SUBJECT: Discussion for Ranson Tree Lighting, Pizza with Santa and expectations

Ranson tree Lighting is scheduled for Saturday, November 28, 2026
Pizza with Santa, Ranson Civic Center 432 snd Ave, Ranson Scheduled for Saturday, December 19, 2026

ATTACHMENTS:

AGENDA ITEM 2

Ranson Parks and Recreation Request for Action

TO:

FROM: Darla Armstrong, Parks & Recreation

ITEM TYPE: PRESENTATION

AGENDA SECTION: **OLD BUSINESS**

SUBJECT: Hunter Muse Park permitting process

ATTACHMENTS:

AGENDA ITEM 3

Ranson Parks and Recreation Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **OLD BUSINESS**

SUBJECT: Consideration to purchasing a television for the Ranson Civic Center to enhance the facility's functionality and support presentations, meetings, community programs, and special events.

ATTACHMENTS:

AGENDA ITEM 4

Ranson Parks and Recreation Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **OLD BUSINESS**

SUBJECT: Plans for the Kitchen area at the Ranson Civic Center

ATTACHMENTS:

AGENDA ITEM 1

Ranson Parks and Recreation Request for Action

TO:

FROM: Darla Armstrong, Parks & Recreation

ITEM TYPE: PRESENTATION

AGENDA SECTION: **NEW BUSINESS**

SUBJECT: Cancelling the December Parks and Recreation meeting due to the holiday season and scheduling considerations.

The Parks and Recreation Board meeting scheduled for the month of December, rescheduled or canceled for the month.

ATTACHMENTS:

AGENDA ITEM 2

Ranson Parks and Recreation Request for Action

TO:

FROM: Darla Armstrong, Parks & Recreation

ITEM TYPE: PRESENTATION

AGENDA SECTION: **NEW BUSINESS**

SUBJECT: Staff security at the Civic Center and other Parks

ATTACHMENTS:

AGENDA ITEM 3

Ranson Parks and Recreation Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **NEW BUSINESS**

SUBJECT: Consideration to extending the operating hours of the Ranson Civic Centr to allow the facility to remain open later.

ATTACHMENTS:

AGENDA ITEM 4

Ranson Parks and Recreation Request for Action

TO:

FROM: Darla Armstrong, Parks & Recreation

ITEM TYPE: PRESENTATION

AGENDA SECTION: **NEW BUSINESS**

SUBJECT: Sound System for Civic Center

Sound system would enhance the overall experience for meetings, community events, programs, and other activities held at the facility.

ATTACHMENTS:

AGENDA ITEM 5

Ranson Parks and Recreation Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **NEW BUSINESS**

SUBJECT: Ideas for decorarting the Parks and Recreation Truck for the Ranson and Charles Town Christmas Parade

ATTACHMENTS:

AGENDA ITEM 6

Ranson Parks and Recreation Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **NEW BUSINESS**

SUBJECT: Approval for annual floor cleaning

ATTACHMENTS:

AGENDA ITEM 7

Ranson Parks and Recreation Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **NEW BUSINESS**

SUBJECT: Consistent park signs for all parks with examples of current signs

Parks and Recreation Board Member Amanda Stroud would like to discuss the Park signs and establish consistent, standardized park signage across all parks to create a uniform appearance, improve visitor navigation, and strengthen community identity. Review examples of existing park signs to identify effective designs, layouts, colors, fonts, and messaging that can be incorporated into a consistent signage standard for all parks.

ATTACHMENTS:

IMG_20261107_122855.jpg
IMG_20261107_124142.jpg
IMG_20261110_122657.jpg


BRIAR RUN
PARK
Owned and maintained by
The City of Ranson
Parks and Recreation Commission
City of
RANSON
West Virginia
DON'T BE A
LITTERBUG!
KEEP OUR
PARK CLEAN
PARK OPENS
AT 7am
CLOSES
AT DARK


CRANE'S LANE
COMMUNITY FIELD
& GARDENS
Leased and maintained by
The City of Ranson
Parks and Recreation Commission
City of
RANSON
West Virginia
DON'T BE A
LITTERBUG!
KEEP OUR
PARK CLEAN


CHARLES C. MARCUS FIELD
HOME OF JEFFERSON COUNTY
YOUTH FOOTBALL
CITY OF RANSON PARKS AND RECREATION DEPT