



Town of New Castle
450 W Main Street
PO Box 90
New Castle, CO 81647

Administration Department
Phone: (970) 984-2311
Fax: (970) 984-2716
www.newcastlecolorado.org

Agenda
New Castle Town Council Work Session 8.18.2026
August 18, 2026 at 6:00 PM

Virtual Meetings are subject to internet and technical capabilities.

To join by computer, smart phone or tablet:
<https://us02web.zoom.us/j/7096588400>

If you prefer to telephone in:

Please call: 1-346-248-7799

Meeting ID: 709 658 8400

Follow the prompts as directed. Be sure to set your phone to mute until called on

Discussion

- A. Update – Clerk’s Office**
- B. Update – Public Works**

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Memorandum

To: Mayor & Council
From: David Reynolds
Re: Workshop Item: Public Works and Clerk's Department Updates
Date: 08/18/2026

Purpose:

The purpose of this Workshop agenda item is to provide time for Public Works Director John Wenzel and Town Clerk Mindy Andis to present Town Council with a requested update regarding the accomplishments, current needs, priorities, and long-term vision of the Public Works and Clerk's Department.

As part of the annual Town Council Retreat Work Session, Council traditionally receives updates from Department Heads outlining departmental accomplishments, challenges, operational needs, and future priorities. These reports help Council better understand Town operations and provide context for discussions regarding the Town's future direction and allocation of resources.

This year, Council has requested that Department Head reports be provided in advance of the annual retreat rather than being presented for the first time during the retreat. Providing these materials beforehand allows Council Members time to review the information, consider the needs and priorities identified by staff, and formulate questions and ideas in advance.

This approach is intended to make the retreat more productive and strategic. Rather than using valuable retreat time to receive background information, Council can arrive familiar with the major accomplishments, challenges, needs, and opportunities facing each department. This allows the retreat discussion to focus more directly on strategic priorities, long-term planning, resource allocation, and aligning Council's goals with departmental needs.