



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

Memorandum

To: Mayor & Council
From: David Reynolds
Re: Agenda Item: Consider Town of New Castle Proclamation Policy
Date: 07/15/2025

Purpose:

The purpose of this agenda item is to consider a Proclamation Policy for the Town of New Castle. During a regular Town Council meeting held on June 17, 2025, the Town Council reviewed and commented on the first draft of a Town Proclamation Policy. Staff has taken some time to incorporate the Town Council's recommendations and will present the revised Proclamation Policy for Town Council's consideration.

See attached draft Proclamation Policy