

CITY MANAGER'S OFFICE MEMORANDUM
#25-2026

DATE: Sept. 14, 2026

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Jason Loveland, Acting City Manager *AL*

FROM: Darnelle O'Hair, Municipal Court Supervisor
Honorable Judge Bowen

SUBJECT: CR-110 – Deputy Municipal Judge Appointments

PURPOSE

To consider CR-110, a resolution appointing two Deputy Municipal Judges for the City of Northglenn.

BACKGROUND

Judge Bowen has served as Northglenn's Municipal Judge since April 1, 2025. Deputy Municipal Judges provide coverage when Judge Bowen is unavailable to preside over a court session. Judge Bowen recommends Council appoint the following as Deputy Municipal Judges:

- Carol Flowers – Retired Attorney and Municipal Court Substitute Judge
- Donald Quick – Retired District Court Judge

The two appointments would bring the total Deputy Municipal Judges to five. Council appointed the following Deputy Municipal Judges in June of 2025:

- Johnny Barajas – Presiding Municipal Judge for the City of Brighton
- Cindy Dang – Senior Judge at Denver County Court
- Melanie Gilbert – Presiding Municipal Judge for the City of Lakewood (at time of appointment)

The Deputy Municipal Judges appointed in 2025 have limited availability, and Judge Bowen has an upcoming medical leave. Appointing two additional Deputy Municipal Judges would help the Municipal Court maintain its regular schedule and continue providing timely service to the community.

BUDGET/TIME IMPLICATIONS

Deputy Judges are paid \$337.50 for a half-day session and \$675.00 for a full day session.

STAFF RECOMMENDATION

Staff recommends approval of CR-110.

STAFF REFERENCE

If Council members have any questions, please contact Jason Loveland, Acting City Manager, at jloveland@northglenn.org or 303.450.8817.

CR-110 – Deputy Municipal Judge Appointments

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S RESOLUTION

RESOLUTION NO.

No. CR-110
Series of 2026

Series of 2026

A RESOLUTION APPOINTING DEPUTY MUNICIPAL JUDGES OF THE CITY OF NORTHGLENN, COLORADO

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. Pursuant to Section 6.11(b)(2) of the City Charter of the City of Northglenn and Section 8-1-4(c) of the City of Northglenn Municipal Code, the following individuals are hereby appointed as a Deputy Municipal Court Judges of the City of Northglenn:

A. Carol Flowers; and

B. Donald Quick

Section 2. A Deputy Municipal Court Judge shall be paid the amount of \$337.50 for a half day and \$675.00 for any full day which such Judge's services are required.

DATED, at Northglenn, Colorado, this _____ day of _____, 2026.

MEREDITH LEIGHTY
Mayor

ATTEST:

JOHANNA SMALL, MMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney