



TOWN COUNCIL STUDY SESSION AGENDA
November 10, 2025
5:00 PM

I. Study Session Items

1. Municipal Court Update - White/Perrino/Mills - 45 minutes
2. Downtown Public Parking Proposal - Tony Mango/Williams - 45 minutes

II. Staff Updates

III. Town Council Updates/Items



MEMORANDUM

TO: Honorable Mayor and Members of Town Council
FROM: Ashley Perrino, Court Administrator
DATE: November 10, 2025
SUBJECT: Municipal Court Update

ISSUE:

Staff will provide an update on Municipal Court activities.

FISCAL/BUDGET IMPACT:

None at this time.

BACKGROUND:

Key Highlights:

- **Caseload:** The court processed 3849 total cases year to date, including 3665 traffic citations, and 184 misdemeanor offenses and code violations.
- **Court Technology:** The Municipal Court has implemented text reminders to improve communication with defendants and enhance court appearance rates. The system allows us to send text notifications for scheduled hearings, payment due dates, and any other communications that may be needed.
- **Training and Staff Development:** Court staff participated in the Colorado Association for Municipal Court Administrations annual two-day conference in August. The conference offered presentations from DMV and CBI to help ensure compliance with regulations, along with leadership and well-being classes. Staff will also attend a one-day training in December focusing on professional development and public safety.
- **Municipal Court Fine/Fee Schedule:** The schedule was created in 2024 and last updated in 2025. (see attached) The administrative order is in accordance with the Parker Municipal Town Code; Title 3, 7, 8, & 9 and pursuant to Colorado Municipal Rule of Procedure, Rule 210. Judge White is happy to answer any questions regarding the schedule.

Teen Court Update

Teen Court continues to be an important community program that promotes restorative justice and youth engagement. We are currently collaborating with the legal team, Presiding Judge White, and the Parker Police Department to create an engaging Law School to be implemented in the near future. Attached you will find the first and second PowerPoint presentations for the future implementation of Teen Court Law School.

Program Activity:

- **Cases Heard:** 17 cases were held in Teen Court this year, primarily involving first-time juvenile offenders. The offenses included Curfew violations, Illegal Possession or

Consumption of Ethyl Alcohol by an Underaged Person, Distribution of Cigarettes and Tobacco Products, Shoplifting, Concealment, Shoplifting, Theft, and Disturbing the Peace.

- **Youth Participation:** The program has 60 engaged and active teen volunteers. Several of our dedicated teen volunteers have served for 5+ years.
- **Outcomes:** For the whole year, 100% of our defendants successfully completed their sanctions, which included community service, letters of apology, and jury duties.
- **Community Impact:** Teen Court continues to reduce juvenile recidivism in the Town of Parker and fosters civic responsibility among our youth participants.

Future Goals:

Law School implementation, annual volunteer appreciation events, welcome bags for new volunteers or defendants returning as volunteers.

Conclusion

Both the Municipal Court and Teen Court remain dedicated to impartial, efficient, and community-centered justice. Staff and Judge White appreciate the Council's continued support in maintaining these essential services for our residents.

RECOMMENDATION:

For informational purposes only.

REQUESTED DIRECTION:

For informational purposes only.

ATTACHMENT:

1. 2025 Fine Fee Schedule
2. Law School Class #1-Teen Court
3. Law School Class #2-Teen Court



Your kind of place.

PARKER MUNICIPAL COURT
Douglas County, State of Colorado

ADMINISTRATIVE ORDER: 25-01
SUBJECT: 2025 FINE AND FEE SCHEDULE

THE COURT HEREBY ORDERS: This presumptive schedule is in accordance with the Parker Municipal Town Code; Title 3, 7, 8, & 9 and pursuant to Colorado Municipal Rule of Procedure, Rule 210.

Charge (Model Traffic Code)	Points	Fine	Court Costs	LEAS	Total
Obstructed Windshield (227)	0	\$50.00	\$25.00	\$27.75	\$102.75
Parking Violations (1202)	0	\$30.00	\$25.00	\$20.35	\$75.35
Seat Belt Violations (237)	0	\$65.00	\$25.00	\$33.30	\$123.30
Defective Headlamps (205)	1	\$15.00	\$25.00	\$14.80	\$54.80
Defective Vehicle, Failed to Use (202)	2	\$35.00	\$25.00	\$22.20	\$82.20
Failed to Use Turn Signal (608)	2	\$70.00	\$25.00	\$35.15	\$130.15
Unsafe Backing (1211)	2	\$30.00	\$25.00	\$20.35	\$75.35
Changed Lanes When Unsafe (1007) (1)(C)	3	\$100.00	\$25.00	\$46.25	\$171.25
Failed to Yield (701)	3	\$70.00	\$25.00	\$35.15	\$130.15
Made U-Turn Where Prohibited (902)	3	\$70.00	\$25.00	\$35.15	\$130.15
Special Hazards, (1101) (3) *	3	\$100.00	\$25.00	\$46.25	\$171.25
Following to Close (1008)	4	\$100.00	\$25.00	\$46.25	\$171.25
Careless Driving (1402)	4	\$150.00	\$25.00	\$64.75	\$239.75
Failed to Stop at a Stop Sign (703)	4	\$70.00	\$25.00	\$35.15	\$130.15
Failed to Stop at Red Light (604)	4	\$100.00	\$25.00	\$46.25	\$171.25
NPOI (1409) (1), (2), (3)-Current	4	\$250.00	\$25.00	\$101.75	\$376.75
Speeding 10-19 Over, (1101) *	4	\$135.00	\$25.00	\$59.20	\$219.20
Speeding 20-24 Over (1101) *	6	\$200.00	\$25.00	\$83.25	\$308.25

***Fines are doubled in construction zone or school zone.**



Your kind of place.

<u>Title 8 of the Criminal Code</u>	Fine (Adult & Juvenile)	Court Costs	LEAS	CSH Fee	Total
Shoplifting (8.04.050)	\$100.00	\$50.00	\$37.00	\$5.00	\$192.00
Assault (8.10.010)	\$100.00	\$50.00	\$37.00	\$5.00	\$192.00
Harassment (8.07.070)	\$100.00	\$50.00	\$37.00	\$5.00	\$192.00
Trespass (8.02.010)	\$100.00	\$50.00	\$37.00	\$5.00	\$192.00
Minor in Possession of Alcohol (8.11.030)	\$100.00	\$50.00	\$37.00	\$5.00	\$192.00
Possession of Drug Paraphernalia (8.08.050)	\$100.00	\$50.00	\$37.00	\$5.00	\$192.00
Theft (8.04.010)	\$100.00	\$50.00	\$37.00	\$5.00	\$192.00
Private Property Generally (8.03.020)	\$100.00	\$50.00	\$37.00	\$5.00	\$192.00
Distribution of Cigarettes to Minor (8.11.040)	\$100.00	\$50.00	\$37.00	\$5.00	\$192.00

<u>Animal Violations 9.07.010</u>	Fine (Adult & Juvenile)	Court Costs	LEAS	CSH Fee	Total
Cruelty to Animals, Dangerous Dog	\$50.00	\$50.00	\$27.75	\$5.00	\$132.75
Cruelty to Animals, Dangerous Dog 2 nd Offense	\$100.00	\$50.00	\$46.25	\$5.00	\$201.25
Excessive Animal Waste	\$50.00	\$50.00	\$27.75	\$5.00	\$132.75
Excessive Animal Waste 2 nd Offense	\$100.00	\$50.00	\$46.25	\$5.00	\$201.25
Maximum number of household animals	\$100.00	\$50.00	\$46.25	\$5.00	\$201.25

***Fines assessed per Parker Town Code 8.01.040 \$25.00- \$1000.00 for adults.**

***Fines assessed per Parker Town Code 8.01.040 \$25.00- \$499.00 for juveniles.**



Your kind of place.

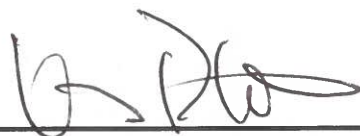
COURT COSTS-3.01.050

Each Subpoenaed Town Witness (Court or Jury Trial)	\$5.00
Entry of Deferred Judgment	\$50.00
Entry of Deferred Prosecution	\$25.00
Failure to Appear, Failure to Pay Fines, Failure to Comply	\$25.00
Failure to Comply with Deferred Judgment	\$40.00
Motion to Set Aside Conviction	\$100.00
Motion to Set Aside Default Judgement	\$100.00
Plea of Guilty or Finding of Guilty (Court Trial)	\$25.00
Plea of Guilty or Finding of Guilty (Jury Trial)	\$45.00
Rescheduling of any Court Appearance	\$5.00
Summoned Juror (did not serve)-finding of guilty	\$3.00
Summoned Juror-finding of guilty	\$6.00

<u>Supervision Fees</u>	
Adults 6 months or less	\$150.00
Adults 6 months and up to 1 year	\$300.00
Juveniles 6 months or less	\$100.00
Juveniles 6 months and up to 1 year	\$200.00

<u>Appeals Fees</u>	
Deposit for Appeal Transcript Court Trial	\$150.00
Deposit for Appeal Transcript Jury Trial	\$200.00

So ordered this 28th day of January 2025



Vincent R. White, Presiding Judge
Parker Municipal Court

GENERAL LEGAL TRAINING

Presiding Judge White

Ashley Perrino, Court Administrator

Lisa Gramer, Assistant Town Attorney 1

Heather Gonzalez, Court Clerk

Teryn Terrazas, Teen Court Coordinator
(tmills@parkerco.gov)

court@parkerco.gov



ICE BREAKER





**What school do you go to and
what grade are you in?**



The Slido app must be installed on every computer you're presenting from

slido



What do you hope to get out of this introduction to Law School Class?



The Slido app must be installed on every computer you're presenting from

slido

PARKER TEEN COURT

- **Mission:** Reducing juvenile crime by expanding the quality of youth and juvenile justice through positive peer influence and striving to achieve results that exceed the expectations of our community
- **Definition:** Teen Court is a diversion program within the juvenile justice system where young people accused of minor offenses are sentenced by their peers instead of going through the traditional juvenile court process.
- **Purpose:** Helps young offenders understand the impact of their actions. Provides leadership and civic engagement opportunities for youth volunteers. Reduces recidivism by focusing on education and rehabilitation rather than punishment.
- Established in the Town of Parker, January 2005.
- Handles approximately 60-65 cases annually
- *Restorative* justice for teens, by teens

EXPECTATIONS

- Arrive at least 15 minutes early
- Confidentiality (waiver)
- Ask at least one question
- Remain attentive and engaged
- Dress appropriate for court (business casual is recommended)
- Your duty to be non-biased and stick to the facts
 - If you know the defendant, report this to the Teen Court Coordinator right away.
 - Remain unwavering in decision making.

RESTORATIVE



- Restorative Justice (noun): system of criminal justice which focuses on rehabilitation of offenders through reconciliation with victims and the community at large. – Oxford Dictionary
- Focuses on repairing harm caused by wrongdoing rather than punishment.
- Repair relationships and rebuild trust within the community.
- Educate defendants and impact their journey to a successful future.

BEFORE THE PANEL

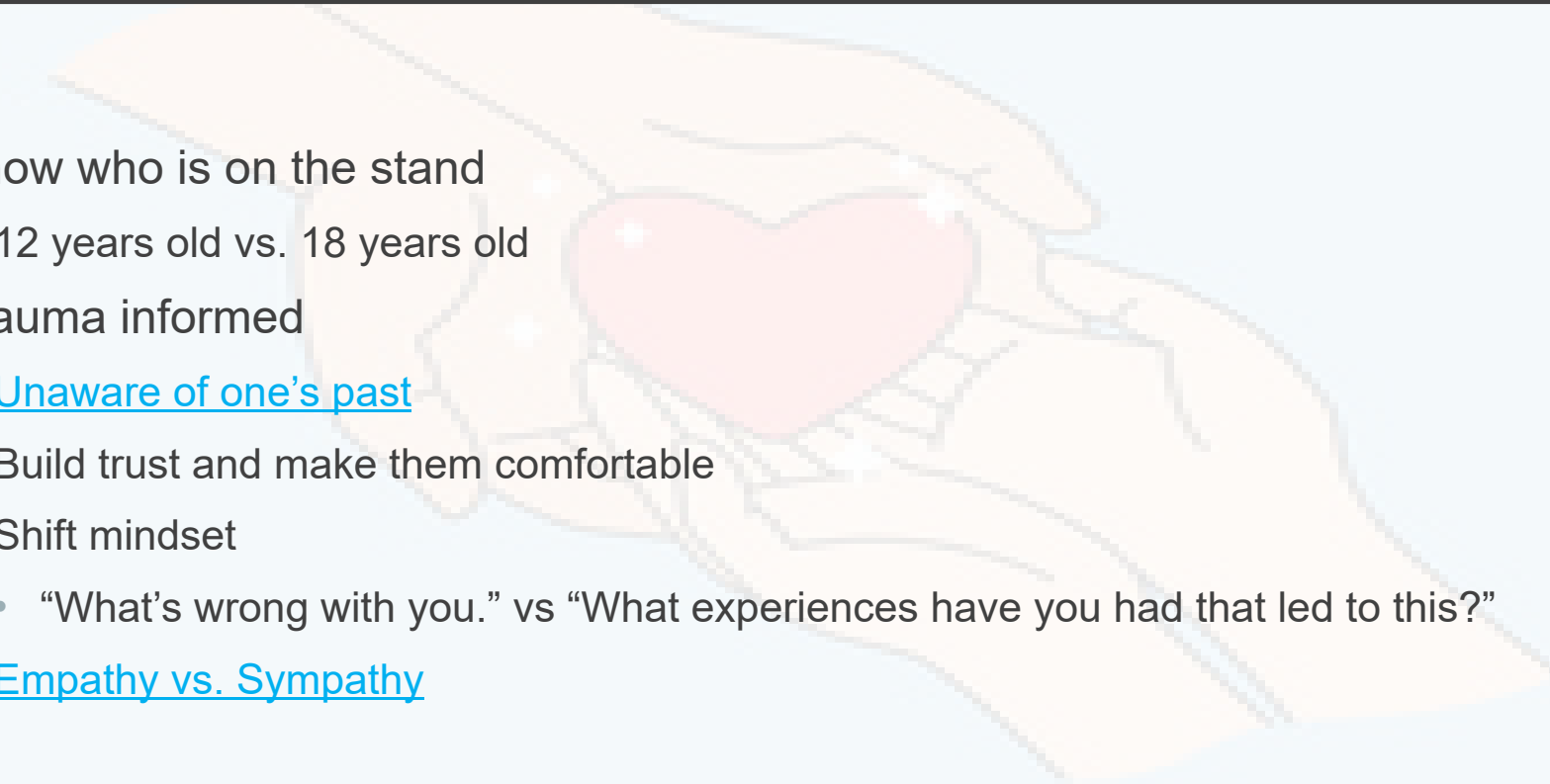


- Go to the bathroom.
- Fill up your water bottle.
- Put phone on silent.
- Put away any distractions.
- Ask questions if you need clarification.
- Look at Supplemental Reports.
 - Know your case and write down or highlight questions and important details

WALK THROUGH A PANEL & FOREPERSON DUTIES

VARYING LIFE EXPERIENCES

- Know who is on the stand
 - 12 years old vs. 18 years old
- Trauma informed
 - [Unaware of one's past](#)
 - Build trust and make them comfortable
 - Shift mindset
 - “What’s wrong with you.” vs “What experiences have you had that led to this?”
 - [Empathy vs. Sympathy](#)



TEEN & PARENT QUESTIONS

- Not Appropriate

- Interrupting
- Asking personal questions that are not relevant to the case
- Rude tone of voice
- Facial expressions or non-verbal queues showing disinterest, disgust, or shock

- Appropriate

- “Help me understand...”
- “Walk me through...”
- Write down questions you may have as the defendant is speaking. When they are finished speaking you can revisit for clarification and ask follow-up questions

SANCTIONS

- What are sanctions?
 - Constructed by panel, mandatory sentencing
- What sanctions can we give?
 - Community Service (8-40 hours), Classes, Jury Duty(at least 1), Apology letters, Essays, other.



GENERAL LEGAL TERMS



- Deferred Prosecution
- Restorative Justice
- Panel
- Trial
- Defendant
- Verdict
- Deliberations
- Sanctions
- Citation
- Municipal Court

GENERAL TEEN COURT CHARGES

- Theft
- Curfew
- Minor In Possession
- Trespassing
- Possession of Drug Paraphernalia

GENERAL LEGAL ROLES

- Foreperson
- Prosecutor
- Defense
- Judge
- Bailiff
- Jury
- Court clerk
- Witness



**Comments, questions, concerns,
anything you want to review
again...**



The Slido app must be installed on every computer you're presenting from

slido

WHAT NOW?



- Law School to Participate in Trials
 - Law School Training number 2
 - Law School Training number 3 and Panel with members from Town of Parker Legal Team
 - Police Department Questionnaire for Tour
 - Sign up for Panel dates
-
- Any Questions?

Law School for Trial Participation

Presiding Judge White

Ashley Perrino, Court Administrator

Lisa Gramer, Assistant Town Attorney 1

Heather Gonzalez, Court Clerk

Teryn Mills Terrazas, Teen Court Coordinator
(tmills@parkerco.gov)

court@parkerco.gov





What is a weird fact you happen to know for no reason?

Agenda



01 Jeopardy

02 Trial Overview

03 Opening and Closing
Statements/PowerPoints

04 Roles

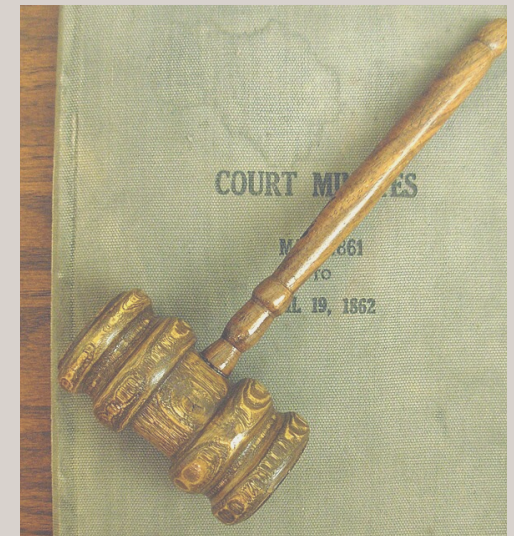
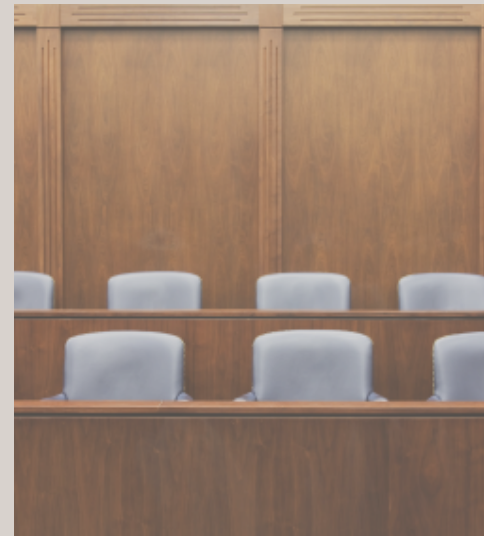
05 Closing

Jeopardy – First Class

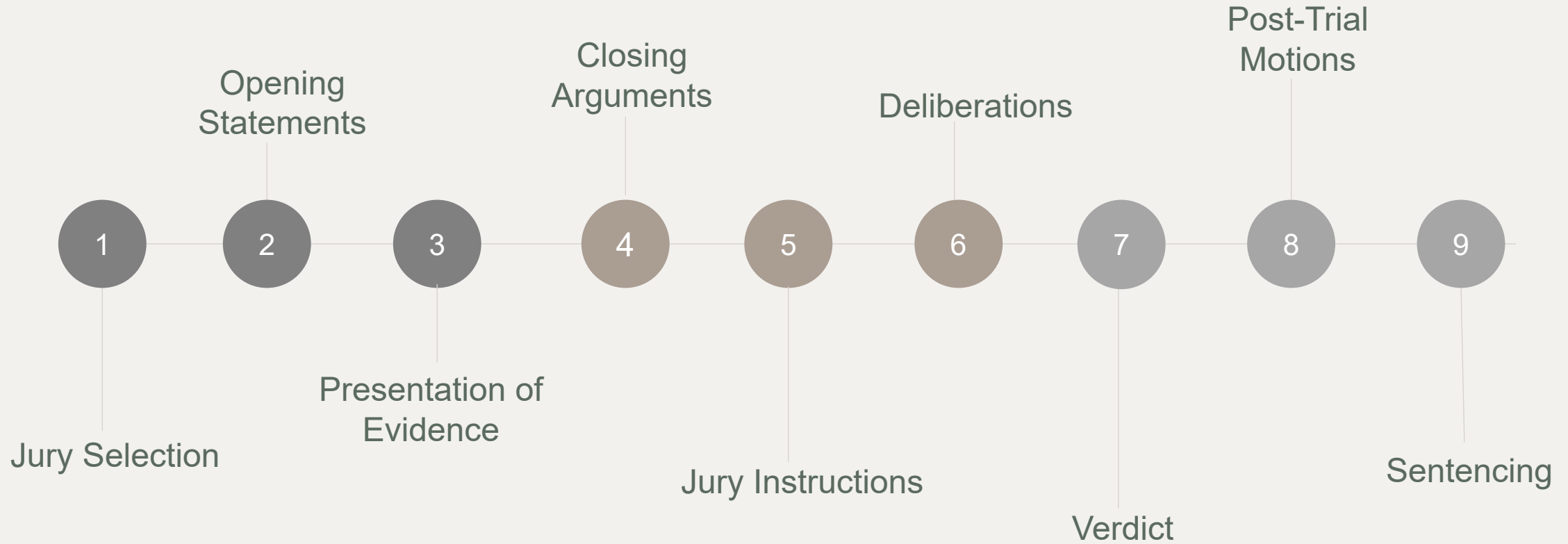
<https://jeopardylabs.com/play/parker-teen-court-law-school>

Trial Overview

A jury trial is a legal proceeding in which a jury is convened to hear evidence and render a verdict in a case. The process generally follows a series of structured steps.



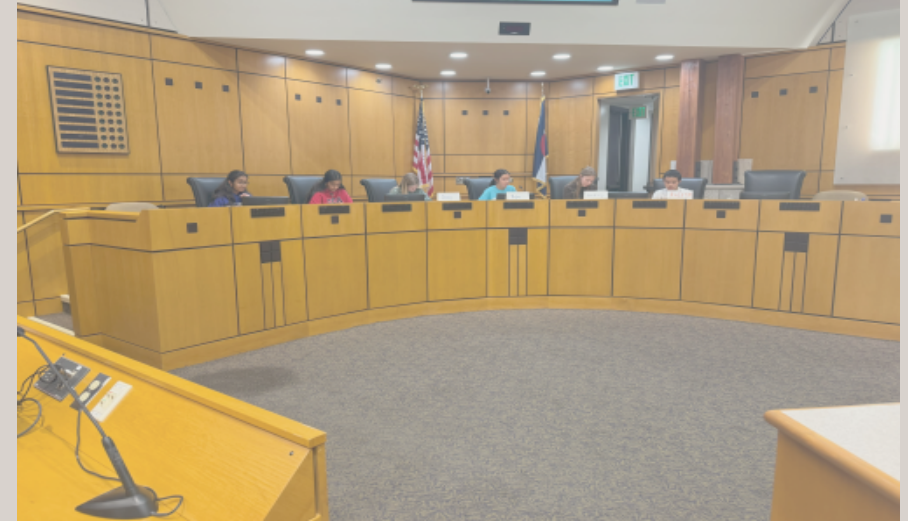
Trial Overview



01 Jury Selection (Voir Dire)

Process:

- Potential jurors are summoned to the courthouse and questioned by both the judge and the attorneys (lawyers) for each side.
- The questioning focuses on jurors' backgrounds, beliefs, and potential biases.
- Attorneys can challenge potential jurors either “for cause” (specific reason) or through “preemptory strikes” (no reason given but limited in number).



Purpose: to select an impartial jury from a pool of potential jurors.

Outcome: a jury is selected, typically consisting of 6-12 jurors, along with alternates who can replace any juror who may not be able to continue.



Jury Selection

What questions to ask:

What you want in a juror:

02 Opening Statements

Purpose: to provide an overview of the case
to the jurors

Process:

- Both sides have the opportunity to present their opening statements, starting with the prosecution or plaintiff's side.
- Each side outlines the facts they intend to present and sets the stage for their arguments.

Outcome:

Jurors gain a preliminary understanding of the case and what each side aims to prove.



Opening Statements

What to include

- Prosecutor:
- Defense:

What to avoid

- Prosecutor:
- Defense:

How long opening statements should be

- Prosecutor:
- Defense:

03 Presenting Evidence

Purpose: to present the facts of the case through witness testimony and physical evidence

Process:

- **Direct Examination:** The party that calls the witness conducts direct examination, asking questions to elicit relevant information.
- **Cross-Examination:** The opposing party then has the opportunity to cross-examine the witness, challenging their credibility and the testimony.
- **Rules of Evidence:** The judge oversees the admissibility of evidence to ensure legal standards are met.
 - Types of evidence include testimonial (witness accounts), documentary (documents, reports) and physical evidence (objects).



Outcome: A factual record is established, which the jury will consider in their deliberations.

04 Closing Arguments

Purpose: to summarize the case and reinforce key points for the jury's consideration

Process:

- Both sides present their closing arguments. The prosecution typically goes first, followed by the defense, and sometimes the prosecution has a final rebuttal.
- Each side reviews the evidence presented and how it supports their case, urging the jury to deliver a favorable verdict.

Outcome:

Jurors gain a preliminary understanding of the case and what each side aims to prove.



Closing Statements

What to include

- Prosecutor:
- Defense:

What to avoid

- Prosecutor:
- Defense:

How long opening statements should be

- Prosecutor:
- Defense:

05 Jury Instructions

Purpose: to inform the jury about the legal standards they must apply when deliberating the case

Process:

- After closing arguments, the judge provides the jury with specific instructions on the relevant laws, how to evaluate the evidence, and what standards of proof are applicable (e.g., “beyond a reasonable doubt” in criminal cases).

Outcome: a verdict is reached, either guilty or not guilty in criminal trials, or liable or not liable in civil trials.



06 Deliberations

Purpose: for the jury to discuss the case and reach a verdict

Process:

- Jurors retire to a private room to discuss the evidence and their views on the case.
- They must reach a consensus (or a majority in some jurisdictions) regarding the verdict.
- Jurors may take notes, review exhibits, and discuss each point made during the trial.

Outcome: the trial concludes with the jury's decision, which can have significant legal and personal implications for the parties involved.



07 Verdict

Purpose: to formally declare the jury's decision

Process:

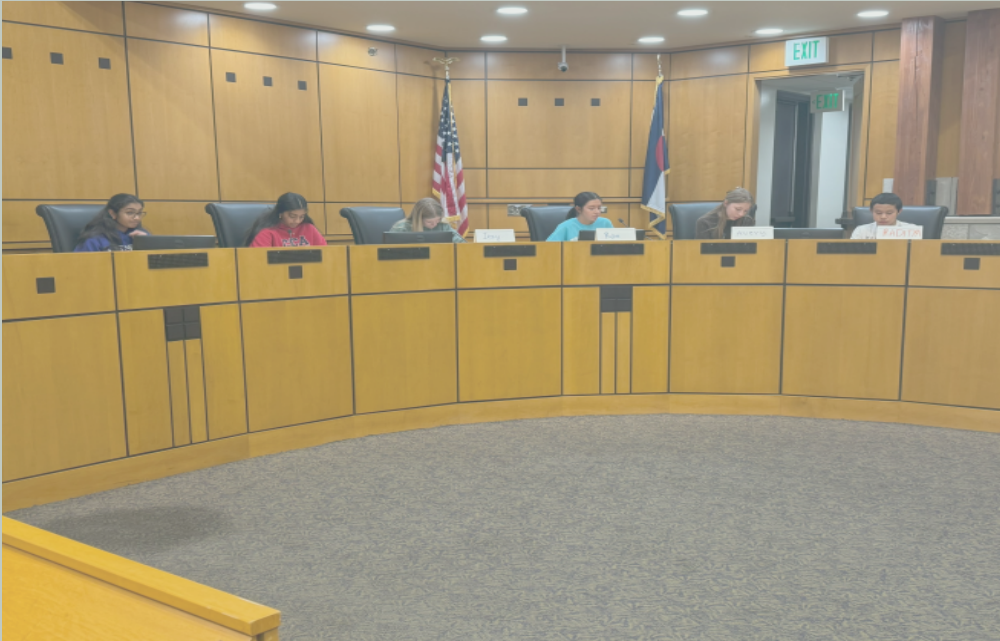
- Once a decision is made, jurors return to the courtroom, where the foreperson announces the verdict.
- The judge may ask the jurors questions to ensure they are in agreement and understand the verdict being delivered.

Outcome: The trial concludes with the jury's decision, which can have significant legal and personal implications for the parties involved.



08 Post-Trial Motions (if applicable)

Purpose: to address any appeals for reconsideration of the verdict or procedural issues



Process:

- After the verdict, losing parties may file motions for a new trial or to set aside the verdict (for reasons such as legal errors during the trial).

Outcome: This step could lead to potential appeals or further proceedings if motions are granted.

07 Sentencing (in criminal trials)

Purpose: In depth summary of a court trial

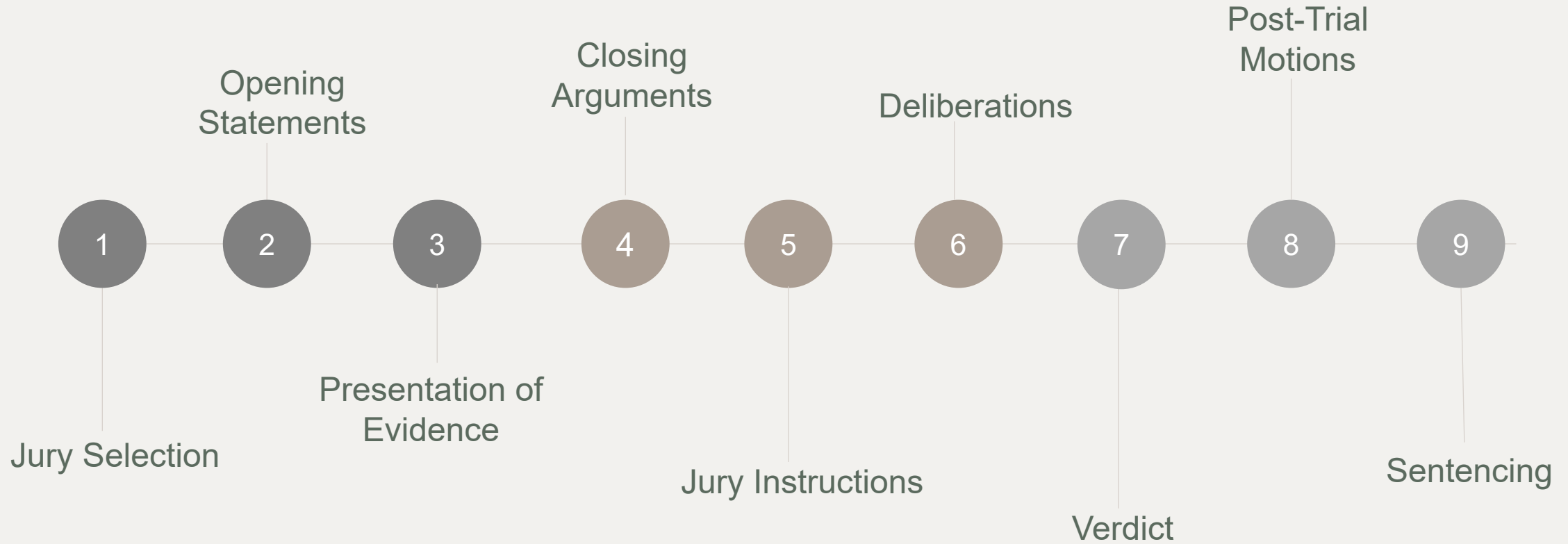
Process:

- Once a decision is made, jurors return to the courtroom, where the foreperson announces the verdict (Guilty or Not Guilty).
- The Judge may ask the jurors questions to ensure they are in agreement and understand the verdict being delivered. The Judge then determines the appropriate sanctions.

Outcome: The trial concludes with the jury's decision and the Judges imposed sanctions, which can have significant legal and personal implications for the parties involved.



Trial Review



Trial Roles



Jury Foreperson

Teen Jury

Teen Prosecutor

Teen Defense Attorney

Teen Judge

Bailiff

Court Clerk

Witness

[Video](#)

Teen Jury

Video

Teen Jury: No less than three teens who have been chosen by a teen court judge to decide what sentence should be imposed against a teen defendant.

Jury Foreperson: The person who is picked by other jurors to facilitate deliberations and signs the decision of the jury to the court. The foreperson's words or vote does NOT carry any extra weight.

Things to remember: It is your duty to stick to the facts of the case and be honest.



Teen Prosecutor

A teen who has been chosen by a teen court judge to *advocate on behalf of a school or community for any sentenced to be imposed*

Role of a Teen Prosecutor:

When to object:

How to object:

[Video](#)



Teen Defense Attorney

A teen who is chosen by a teen court judge to *speak on behalf of the teen defendant*

Role of a Teen Defense Attorney:

When to object:

How to object:



Teen Judge

A volunteer, licensed to practice law in the state of Colorado, approve by and serving at the pleasure of the chief judge of a supervising court

Role of a Teen Judge:

Sustained vs. Overruled:

Jury Instructions

stop video at 2:30



Teen Bailiff

A person responsible for maintaining order in the courtroom. This includes announcing the judge and case, escorting the jury to and from the courtroom, and during jury deliberations ensures no one disturbs the jury until deliberations conclude.

Responsibilities:



Court Clerk

Responsible for maintaining the official records of all proceedings, managing case files and court documents, processing and recording pleadings, collecting and accounting for fines and fees, providing administrative support to the judge to ensure the lawful and efficient operation of the court

Responsibilities for Teen Court:



Summary



**On a scale of 1-5, how confident
are you about participating in
trials?**



How can we support you to get your confidence to a 5?

Next Steps

Next Class

- Panel with the legal team, Judges, and more!
 - Come prepared with questions!
 - Check emails for dates.



Reach Out with Questions

- Teryn Mills Terrazas
 - tmills@parkerco.gov



MEMORANDUM

TO: Honorable Mayor and Councilmembers
FROM: Tom Williams, Director Eng/PW
DATE: November 10, 2025
SUBJECT: Downtown Public Parking Proposal

ISSUE:

Tony Mango will be presenting a proposal that would allow for public parking on existing private lots in the downtown area. The presentation will include information relating to the parking needs, capacity and a proposed funding partnership.

FISCAL/BUDGET IMPACT:

None at this time. The 2026 Budget has already been finalized. This may be something that Town Council considers as part of a future budget.

BACKGROUND:

Tony Mango (Mango Capital Corporation) has prepared a proposal that includes providing additional public parking on existing private lots in downtown. Tony has been coordinating with the owner of the Parker Station property on a proposal that would allow for public parking on this lot (rear) and the 20-Mile Central Lot (adjacent to Pikes Peak Drive/Las Delicias). The proposal includes creating a funding partnership with various local businesses and the Town to offset the maintenance costs associated with the parking lots. The proposal would include funding from the Town on a limited basis (3–5 years), until additional businesses and/or the downtown Business Improvement District (BID) can entirely fund the required maintenance of the parking lots.

RECOMMENDATION:

None at this time.

REQUESTED DIRECTION:

None at this time.

ATTACHMENT:

None