CADDO PARISH COMMUNICATIONS DISTRICT NUMBER ONE
Board of Commissioners

6:00 p.m. Tuesday
November 18, 2025

ECC Training Room
1144 Texas Avenue

Board Members Present: Mike Irvin (Chairman), Clarence Babineaux (Secretary), Tonya Reeves, Jackie Lewis and Fred McClanahan

Others Present: Tommy Mazzone & Jan Horne (9-1-1 Staff), Zelda Tucker (Legal Counsel), Martha Bryant (Director, Caddo Sheriff's Office), Travis Morehart (CPA, Cook & Morehart)

Mr. Irvin called the meeting to order, and asked Ms. Horne to please make note of those in attendance.

Mr. Irvin asked for a motion to approve the Tuesday, October 21, 2025, meeting minutes. Mr. McClanahan moved to approve the meeting minutes and was seconded by Mr. Lewis. The Board unanimously voted to approve the minutes.

Mr. Irvin asked Mr. Mazzone for an update on the financial reports for the month of October. Mr. Mazzone stated that the District had revenues of $567,476.63. Expenditures totaled $816,107.76. Expenditures exceeded revenue by $248,631.13. The reason for such high expenditures during the month is the payments made for the Facility Refresh Project. As of October 31, 2025, the District had $4,545.997.00 Cash-in-Bank, and Fixed Assets remained the same as the previous month at $32,370,068.84. Mr. Lewis moved to accept the financial reports. The motion was seconded by Mr. McClanahan. The Board unanimously voted to accept the financial reports.

Mr. Irvin asked for an update on the October Phone and Radio Statistics. Mr. Mazzone stated that for the month of October 99.3% of all 9-1-1 calls received were answered immediately or in less than 15 seconds. Of the 15,181 9-1-1 calls in October, the 240 abandoned calls comprised 1.6%. The average call answer time was 0:00.01 second. Automated Attendant activity for SPD and SFD and the Sheriff's office main line were SPD: (11,250); SFD: (72); CPSO: (6,466). During October, the total number of Computer Aided Dispatch events registered for all agencies in the parish was 21,332. The District's parish-wide radio system experienced a total of 596,018 push to talk sequences.

Mr. Irvin asked for an update on the Facility Refresh. Mr. Mazzone stated that the interior work continues with the can lights being replaced, and the punch work in the main restrooms. There are several small items in the restrooms that are being addressed, and we hope to have them open soon. The bulbs were swapped in the comm center and EOC and new dimmer control switches installed. Prep work on the rear awning with the footings has been poured and the expanded walkway formed. The posts would be installed between November 11th and 13th, and the top placed soon afterward. Fencing material is planned for delivery this week and a schedule will be set to begin removing the old perimeter fence and installing the new one. The new columns

are formed and plastered, and there are some that still need to be painted. We are still waiting for the water tank to be delivered and installed, and we should be receiving updated cost information for the Training Room renovation, the added concrete work on Texas Avenue, and the new interior signage.

Mr. Irvin asked for an update on the Proposed Amendment to the 2025 Operating and Capital Outlay Budget. Mr. Mazzone stated that the Agenda Packages contained the proposed final amendment to the 2025 Operating and Outlay Budget. The Budget & Investment Subcommittee met on Friday, November 14, 2025, along with our accountant, to review this proposed amendment. Members of the Subcommittee were prepared to answer questions and make formal recommendations to the Board, prior to considering adopting these changed at the December 9, 2025 Board Meeting. Some items of note include a projected increase in wireline surcharge revenue. This is due to the ordinance the board enacted in January 2025. The District is still working to determine a true amount as telecommunications companies are still working through remittance issues. The final 2025 budget amendment gives an estimated ending fund balance of $2,485,174.79.

Mr. Irvin asked for update on the Proposed 2026 Operating and Capital Outlay Budget. Mr. Mazzone stated that the Agenda Packages contained the Proposed 2026 Operating and Capital Outlay Budget. The Budget & Investment Subcommittee met on Friday, November 14, 2025, along with our accountant, to review this proposed budget. Members of the Subcommittee were prepared to answer questions and make formal recommendations to the Board to consider adopting this budget at the December 9, 2025 Board Meeting. The new budget format refines the account codes and categories vendors/services to help track the annual funding.

Mr. Irvin asked for an explanation on Resolution Number 6 of 2025, to recognize the service of a former Commissioner. Mr. Mazzone read Resolution Number 6 of 2025, recognizing Mr. Robinson's long-term commitment to service. Mr. Babineaux moved to accept the Resolution and the motion was seconded by Ms. Reeves. The Board voted unanimously to accept Resolution Number 6 of 2025. The Resolution was formally presented to Mr. Robinson's widow (Josephine).

Mr. Irvin asked if there is any Old Business. There was none.

Mr. Irvin asked if there is any New Business. Mr. Mazzone stated that if any of the Board members wished to be NENA members to please get with Ms. Horne after the meeting. Mr. Mazzone reminded the Board of the upcoming end of year training prior to the next Board Meeting. Mr. Mazzone also stated that nominations will be taken for positions on December 9th.

With no further business to be brought before the Board, Mr. Irvin asked for motion to adjourn the meeting. Ms. Reeves made the motion and it was seconded by Mr. Lewis. The motion was accepted unanimously.