

INTER-OFFICE CORRESPONDENCE

PARISH OF CADDO

ADMINISTRATION REPORT

DATE: MAY 2, 2022

TO: CADDO PARISH COMMISSION

FROM: ADMINISTRATION

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INFORMATION

- 1.) Pin Ceremony Virtual Video Presentation – Friday, May 6, 2022, 2:30pm
- 2.) Employee Recognition Event – Saturday, May 7, 2022, Richard Fleming Park, 11am–4pm
- 3.) 1<sup>st</sup> Quarter Travel Report
- 4.) Jacob Haynes, SJB Group – Parks Master Plan Update