

Caddo Parish Sewerage District No. 2
4126 Rainer Street
Shreveport, LA. 71107
(318) 221-7299

Minutes for Regular Board Meeting

The Board of Directors of Caddo Parish Sewerage District No. 2, met in Regular Session at our office located at 4126 Rainer Street on June 18, 2026, at 6:00 p.m.

Board Chairman Henry Brown called the meeting to order at 6:04 p.m., along with roll call and request for opening prayer.

Members Present: Henry Brown, Diann Adams, Natalie Roberson

Members Absent: None

Employees Present: Candus Brooks - *Office Manager* & Gene Presley - *Operator*

Gene Presley gave the opening prayer

Visitors/Comments:

None

Approval of last meeting minutes:

Motion to approve the board minutes from May28, 2026, by Ms. Adams, 2nd by Miss Roberson (*motion carries*)

Operator/Maintenance Report

Gene reported that due to storms on June 15th a SWEPCO electrical pole that supplies power to Lift Station #10 at 2406 Bruce Circle was without power for approximately nine (9) hours, causing a sewerage backup at the station. His crew was there after power was restored until sewerage was flowing again. Gene goes on to say that this was something out of the districts' control, it was simply due to not having power supply.

Office Manager Report

Candus reviewed the Profit/Loss and monthly billing for prior (April) month with supporting documents given to each board member which included: Minutes from last month, Profit & Loss report, bank balances, payment recap, monthly billing Asyst & QuickBooks. Candus explains that all payments on the payment recap aren't just payments for the month they are paid, and that they apply to whatever past, current or future payments on customers' accounts. Candus informed board that she will begin applying late charges in July, and payroll in QuickBooks will start July 16th.
(no written report provided)

Old Business

The work on the Hiawathia (Force main) has been completed and Gene will go back and clean up, as well as repair the few driveways that were affected.

New Business

None

Board comments/concerns/directions:

- Board members briefly discussed the effects of the Bruce circle lift station being without power and that customers that may have had sewer backup into their home would mostly need to contact the insurance. Customer at 3417 Bruce would need to possibly contact his insurance company for damages. Candus was asked to contact
- Board discussed Jonah Hoarton of 3906 Ridgeway, he says that his home backs up every time it rains. Gene has checked and the main sewerage line is not backed up, and this is likely an issue on the customers' sewerage line.
- Gene asked that board take into consideration an increase of his operators' monthly service charge, he's been receiving the same amount for 17 years.
- Board discussed any lift stations that might backup often, and if we can proactively find a solution to avoid backups. (Bruce, Lorrane, Hiawathia, Lelani & Riveria)
- Regarding Candus' monthly billing report, the board would like to see the number of payments collected toward Asyst Monthly Sewerage invoices. This will help the board better understand how and where the customers' payments help with the maintaining of the sewerage system.
- Board discusses possibly charging customers a fee for in-office credit card fees and all agree that we will revisit this topic later.
- Board discussed establishing a plan of action to begin identifying problem areas within our sewerage lines to avoid future issues like recent events at the T-Station and Hiawathia.
- Board reviewed the cost spreadsheet for work on Hiawathia force main.

Motion to adjourn the meeting by Mr. Brown 2nd by Ms. Adams (motion carries)

Meeting adjourned for 7:21 p.m.

Henry Brown – Chairman

Natalie Roberson-Board Member

I, Diann Adams, Secretary of the Board, do hereby certify that the above and forgoing instrument is a true and correct copy of the minutes of our Regular Meeting of the Board of Supervisors, Caddo Sewerage District No. 2 held June 18, 2026, at 4126 Rainer Street, Shreveport, Louisiana 71107.

Diann Adams - Secretary