

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 July 16, 2026, at 6:00 p.m.

Board Chairman Henry Brown called the meeting to order at 6:08 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 leads the opening prayer

Visitors/Comments:

Mr. and Mrs. Owens, residents at 3419 Bruce Circle, raised concern regarding lift station #10 located nearby at 2406 Bruce Circle. On June 15th, a sewage overflow affected their home, impacting two-bathroom showers, bathroom floors, and several closets. This resulted in damage to floor tiles, baseboards, sheetrock, towels, and blankets. The homeowners requested information regarding future preventative measures to avoid similar incidents, and feel CPSD2 is responsible for the sewerage back up on July 15. Additionally, Mrs. Owens inquired whether the district receives power outage alerts, noting that they had received a power outage notification for the area on July 10th and says the power was out from July 10th -15th.

Approval of last meeting minutes:

Motion to approve the board minutes from June 18, 2026, by Ms. Adams, 2nd by Miss Roberson (*motion carries*)

Operator/Maintenance Report

Gene Presley advised the board that the Wastewater System is operating correctly and there are currently no maintenance issues to report.

Office Manager Report

Candus presented a comprehensive review of the financial records and monthly billing for June, providing each board member with supporting documentation that included the previous month's minutes, Profit & Loss statements for both the month and the 2025-2026 fiscal year, current bank balances, and a payment recap. This packet also contained Asyst and QuickBooks invoices detailing the current balances due. To avoid the risk of late fees resulting from delayed postal delivery, Candus informed the board she will make online payments for the Red River Bank Mastercard; however, she will continue to provide the physical statement for the board to review. Additionally, Candus announced a proactive initiative to contact customers regarding outstanding balances to improve collection rates. She further noted that late fee assessments have resumed following the correction of account data within the systems. These charges are

applied on the next business day following the 15th of each month, once all payments from the mail and drop-box have been processed. (no written report provided)

Old Business

None

New Business

- ***Office & Operator Salary Increases:***

The board will consider future rate adjustments, as Caddo Parish Sewerage District 2 (CPSD2) currently needs to update its operational expectations and business structure.

- ***Insurance person of contact***

Fraiser Alpine is no longer with Dethloff & Associates; we would need to contact Amanda with any concerns. moving forward.

Board comments/concerns/directions:

- Mr. Brown clarified the operational procedures of AEP Southwestern Electric Power Company (SWEPCO), noting that restoration efforts are prioritized based on the volume of outages in each sector. He further detailed that Caddo Sewerage has established a direct liaison at AEP SWEPCO to communicate outage reports, ensuring power restoration becomes a primary focus to mitigate the risk of residential backups resulting from lift station failures.
- The board requested that Candus verify the reported power outage on July 10th with AEP SWEPCO to determine its impact on the Lakeview subdivision and to confirm that notification systems are active for future events.
- Gene Presley advised the board and attendees that a five-day power failure at the lift station would have caused a backup significantly earlier than July 15th, suggesting it is improbable that the outage occurred prior to that date.
- Following an assessment of the current state of the facility, the board deliberated on the potential repair or replacement of the fencing surrounding lift station #10 located at 2406 Bruce Circle.
- Mr. Brown informed the board and the Owens that while CPSD2 remains accountable for issues within its direct jurisdiction, the district is not liable for residential damages resulting from the external electrical outage on June 15th, which was beyond operational control.

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

Meeting adjourned for 7:14 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 July 16, 2026, at 4126 Rainer Street, Shreveport, Louisiana 71107.

Diann Adams - Secretary