

MEMORANDUM

October 16, 2025

TO: CIVIL SERVICE/EQUAL EMPLOYMENT COMMISSION

FROM: C. Mel Lytle, Ph.D., Director of Municipal Utilities

SUBJECT: **ANNUAL EQUAL EMPLOYMENT REPORT**

Introduction

This report describes the demographics of the Municipal Utilities Department (MUD) for the period of October 1, 2024, through October 1, 2025. The predominant challenges for the Department over the past year have primarily been to quickly fill positions vacated by retirements and/or separations. The Department interacts regularly with the public, and it is important our department's demographics reflect that of our community.

Organizational Structure and Responsibilities

MISSION STATEMENT

The mission of the City of Stockton's Municipal Utilities Department is to provide high quality potable water on demand; collect, treat, reuse, and dispose of wastewater; and collect and dispose of storm water, all in accordance with applicable regulations and responsible business practices.

The MUD provides administration, planning, operations, and maintenance for the three (3) utilities owned by the City of Stockton: Water, Sanitary Sewer, and Storm Water. These services are provided to the residential, commercial, and industrial customers within the City of Stockton. The MUD also furnishes wastewater services to several San Joaquin County service areas and special districts outside the City of Stockton.

The MUD consists of 12 divisions that support three (3) utilities:

- Administration
 - Responsible for the overall oversight/management of the department's 12 divisions. Areas of responsibility can include executive-level and interdepartmental coordination, strategic long-term planning, goal setting, budget forecasting/analysis, payroll preparation, public outreach, training, recordkeeping, employee reimbursement, other human resources related activities and engagement with local, state/federal agencies and organizations.

- Financial Services
 - Responsible for the development of the annual operating budget, monitoring expenditure and revenues, and processing or vendor payments. The division also responds to financial data and reporting requests from other agencies, auditors, and departments.
- Engineering/Department Services
 - Oversees and manages the delivery of the MUD Capital Improvement Program (CIP) projects; reviews/approves development-related utility improvements.
- Water Resources
 - Oversees, supports, and manages Water Treatment and Water Distribution. This includes contracting, project management, drought response, and interaction with water districts, agencies, and regulatory agencies.
- Water Distribution
 - Manages the water distribution system including pipes, valves, meters, and all ancillary equipment.
- Water Treatment
 - Provides high quality water treatment and storage that meets all state and federal standards for the City's distribution system.
- Wastewater Treatment
 - Treats up to 55 mgd of the City's wastewater to drinking water equivalent standards for discharge into the San Joaquin River. All work is performed under the criteria of a National Pollutant Discharge Elimination System (NPDES) permit.
- Collection Systems
 - Maintenance of sewer and storm water conveyance systems.
- Storm Water
 - Responsible for Municipal Separate Storm Sewer System (MS4) permit compliance through implementation of a Storm Water Management Plan.
- Maintenance
 - Maintains and repairs all major mechanical equipment for the Delta Water Treatment Plant, storm stations, sanitary stations, and Regional Wastewater Control Facility.
- Laboratory
 - The Regional Wastewater Control Facility (RWCF) Laboratory is a State certified laboratory that provides Water and Wastewater compliance testing for the MUD to ensure permit limit compliance.
- Environmental Control
 - Provides NPDES permit compliance and oversight of the Industrial Pre-Treatment program; the City's Fats, Oil, and Grease mitigation program; and the EPA's Dental Amalgam program. In addition, manages the receipt of septic hauler loads at the RWCF, and provides sanitary spill overflow (SSO) mitigation management and reporting oversight.

The MUD budget for Fiscal Year 2024-2025 was composed of four (4) funds; the Water Fund with \$77.5 million in expenditures, the Wastewater Fund with \$107.5 million in expenditures, the Storm Water Fund with \$8.5 million in expenditures, and the Storm Districts Fund with \$512,673 in expenditures for a total of \$194 million in annual budgeted expenditures.

Workforce Composition

The MUD currently has a total of 238 full-time budgeted allocated positions, of which 20 of the following classifications are vacant:

- Assistant MUD Director
- Regulatory Compliance Officer
- Executive Assistant (Confidential)
- Senior Civil Engineer (2)
- Junior Engineer
- Senior Environmental Control Officer
- Plant Operator/Water (3)
- Deputy MUD Director/Wastewater
- Quality Control/Quality Assurance
- Senior Plant Operator/Wastewater (3)
- Plant Operator-in-Training
- Laboratory Technician
- Water Systems Operator
- Plant Maintenance Worker
- Senior Collection Systems Operator

For the period covered by this report October 1, 2024, through October 1, 2025, there were 27 new hires. The following is a list of positions filled during this time:

- Deputy MUD Director/Water Resources
- Collection Systems Operator (3)
- Environmental Control Officer
- Finance Assistant II
- Junior Engineer (4)
- Laboratory Technician (3)
- Plant Maintenance Worker (2)
- Plant Operator-in-Training (2)
- Senior Electrical Technician (4)
- Water Systems Operator (6)

These 27 positions were filled by 3 Asian males, 1 Asian female, 7 Hispanic males, 3 Hispanic females, 2 Native Hawaiian/Pacific Islander males, 8 White males, and 3 Two or More Races males.

During this period, there were 16 promotional appointments within the Department. The following is a list of positions:

- Chief Water Systems Operator
- Senior Management Assistant (Confidential)
- Environmental Control Officer
- Plant Maintenance Mechanic (2)
- Plant Operator-in-Training
- Senior Electrical Technician
- Senior Plant Operator/Water
- Senior Water Systems Operator (3)
- Supervising Public Works Inspector
- Water Systems Operator
- Water Systems Supervisor (2)
- Water Sewer/Equipment Operator

These 15 positions were filled by 1 Asian male, 3 Hispanic males, 9 White males, and 2 Two or More Races males.

The MUD also employs two part-time employees. The Water Distribution Division currently has one part-time Water Field Technician, and the Engineering Division currently has one part-time Engineering Intern.

The MUD is comprised primarily of male employees, 81%, as compared to 51% within Stockton, and 50% within San Joaquin County. Eleven (11) of the Department's female employees (36) occupy 31% of the supervisor and/or management level positions. A breakdown of Ethnicity for the Department as it compares to City Employees, Stockton residents and San Joaquin County residents is as follows:

| Ethnicity | Department | | City Employees | | City of Stockton (Figures Reflect Employable Population Only) <i>Taken from the 2019 U.S. Census Bureau</i> | | San Joaquin County (Figures Reflect Employable Population Only) <i>Taken from the 2019 U.S. Census Bureau</i> | |
|-------------------|------------|-----|----------------|-----|---|-----|---|-----|
| | | | | | | | | |
| White | 84 | 45% | 693 | 45% | 59,410 | 19% | 228,644 | 30% |
| Hispanic | 72 | 39% | 527 | 34% | 134,738 | 43% | 320,102 | 42% |
| Black | 4 | 2% | 75 | 5% | 31,268 | 10% | 54,825 | 7% |
| Asian | 14 | 8% | 180 | 12% | 68,790 | 22% | 121,944 | 16% |
| American Indian | 0 | 0% | 6 | 0% | 2,517 | 1% | 2,336 | 0% |
| Two or More Races | 6 | 3% | 54 | 3% | 12,832 | 4% | 30,486 | 4% |
| Other | 6 | 3% | 14 | 1% | 3,127 | 1% | 3,811 | 1% |

| | | | | | | | | |
|---------------|-------------------|-------------|-----------------------|-------------|--|-------------|--|-------------|
| Total | 186 | 100% | 1,549 | 100% | 312,682 | 100% | 762,148 | 100% |
| Gender | Department | | City Employees | | City of Stockton (Figures Reflect Employable Population Only) <i>Taken from the 2019 U.S. Census Bureau</i> | | San Joaquin County (Figures Reflect Employable Population Only) <i>Taken from the 2019 U.S. Census Bureau</i> | |
| Male | 150 | 81% | 1,024 | 66% | 159,468 | 51% | 381,074 | 50% |
| Female | 36 | 19% | 525 | 34% | 153,214 | 49% | 381,074 | 50% |
| | | | | | | | | |
| Total | 186 | 100% | 1,549 | 100% | 312,682 | 100% | 762,148 | 100% |

The MUD continually seeks to recruit and retain employees of all genders and races. The Department strives to create a better workforce by improving recruitment efforts, providing adequate training, and by hiring qualified, educated staff.

Professional and Diversity Training

All MUD employees are aware they are often the first point of contact for many City residents, either with billing questions, sewer back-ups, or street flooding. To best represent the community, the MUD employees participate in the City's Multilingual Certification Program. There are multiple languages spoken fluently among staff, including Spanish, Tagalog, Chinese, and Persian dialects. In addition, staff continue to expand their professional and personal capabilities by participating in training courses covering a variety of topics including:

Conferences

- Water Reuse Conference
- CAPPO
- CWEA Annual Conference
- CALPELRA Annual Conference
- ACWA Fall Conference
- WEFTEC Annual Conference
- QSD SWPPP Conference
- AWWA Conference
- CASQA Conference
- Municipal Wastewater Summit
- Central Valley Clean Water Conference
- GFOA Conference
- California Environmental Laboratory Accreditation Conference
- CAPIO Annual Conference
- AWWA/WEF Utility Management Conference
- Regional Government Services Spring 2025/Manager Academy

Certification/License

- CWEA/Sewer Cleaning
- CWEA/Industrial
- CWEA/Collection Systems Maintenance
- Class A Driving School
- Crane Recertification

Training

- Environmental Lab Assessments
- Wastewater Technology
- First Line Supervisor
- Hazmat Theory
- Backflow Prevention Assembly
- City Works AMS Applications Administration
- SCADA
- Emergency Communications Academy
- ELAP/Customer Service
- Annual SJVSWQP Regional Training
- Harmful Algal Blooms/Toxins
- Annual SJVSWQP Regional Training
- CCVFCA Flood Forum
- Cyber Security Awareness Training
- Harassment Awareness Training
- Customer Service Training
- Safe Driver Training
- Active Shooter/Emergency Response Training
- Bloodborne Pathogen Training
- Chemical Hygiene Training
- Confined Space Training
- Evacuation and Trenching Training
- Fall Protection Training
- Forklift Training
- Hazardous Communication Training
- HAZWOPPER Training
- Heat Illness Awareness Training
- Injury, Illness, and Prevention Program Training
- LOCK OUT/TAG OUT Training
- Traffic Control and Flagging Training
- Industrial Safety Hazard Control

Recruitment Efforts

Recruitment outreach efforts are coordinated through the Human Resources Department and place emphasis on communication opportunities that reach a multitude of elements within the community. Opportunities are posted in publications and with agencies such as The Record, Modesto Bee, Black Careers, Hispanic Hotline, Asian-Pacific Careers, Central Valley Jobs website, newspapers in the Bay Area, American Society of Engineers (ASCE), National Society of Black Engineers, Society of Hispanic Professional Engineers, Society of Women Engineers, and Municipal Management Association of Northern California (MMANC). The intent of this extensive outreach is to continue the MUD's climate of diversity while attracting the most qualified candidates.

The Human Resources Department also advertises to the community by participating in events such as State of the City, Cinco de Mayo, Black Family Day, Juneteenth, and the Pride Festival to include career fairs with the University of California, Berkeley, University of the Pacific, California State University, Stanislaus, California State University, Sacramento, and San Joaquin Delta College. These opportunities frequently result in contacts with people of diverse backgrounds, experiences and cultures interested in pursuing a career with the MUD.

Summary

In the upcoming year, the MUD will continue with its efforts to fill staffing needs with the most qualified personnel while best reflecting the cultural diversity of the community. Recruiting for management positions has been difficult, and the Department has found it necessary to broaden our scope to attract the most qualified candidates. The Department's goals within the next year are twofold: 1) fill the key management positions to provide greater leadership resiliency for staff, and 2) recruit qualified and diverse staff to operate the three (3) utilities. Both goals are essential to continue providing exceptional customer service to our community.



C. MEL LYTLE, Ph.D.
DIRECTOR OF MUNICIPAL UTILITIES

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