

CITY OF FLAGSTAFF'S MINIMUM WAGE LAW

MINIMUM WAGE **\$16.80 PER HOUR**

FLAGSTAFF MUNICIPAL CODE – CHAPTER 15-01

WHEN:

January 1, 2023 – December 31, 2023

WHO IS COVERED:

1. An individual that worked or is expected to work 25 hours or more in the city limits of Flagstaff, AZ in any given calendar year for an employer and;
2. is or was employed by an employer regardless of the employer's location or the individual's immigration status.

TIPPED EMPLOYEES:

For an employee who customarily and regularly receives more than \$30 a month in tips or gratuities, an employer may pay tipped employees a maximum of up to \$2.00 per hour less than the City of Flagstaff's hourly minimum wage. Employers electing to choose a tip credit must inform the employee in writing of the tip credit provisions prior to exercising the tip credit and must be able show when adding tips received and retained to wages paid, the employee received no less than the hourly minimum wage for all hours worked for each workweek. Other conditions must be met.

EMPLOYEE RIGHTS:

- To be paid or to earn no less than the hourly minimum wage.
- To be paid all wages earned for all hours worked (i.e. promised/agree upon rate, overtime, tips and gratuities, etc.).
- To be provided written notice of the hourly minimum wage, rights and law provisions.

COMPLIANCE:

Any person or organization may file an administrative complaint through the City of Flagstaff's Office of Labor Standards ("Office") alleging that an employer has violated this law. A civil action maybe filed or an employee may choose to file their own civil action against their employer for violations. Violations of the city's Minimum Wage Law may result in penalties and fines.

RETALIATION PROHIBITED:

No employer or other person shall discharge or take any other adverse action against any employee or person in retaliation for:

- Asserting any claim or exercising any right under the Minimum Wage Law;
- Assisting any other person in filing a complaint or assisting in an investigation; or
- Informing any person about their rights.



For additional information, you may refer to the city's website at

WWW.FLAGSTAFFAZ.GOV/MINWAGE

Or contact the Office of Labor Standards at

211 W. Aspen Avenue, Flagstaff, AZ, 86001-5359 or (928) 213-2071