

Fact Sheet – Pasadena’s Minimum Wage Ordinance

The Pasadena City Council adopted a Minimum Wage Ordinance on March 14, 2016. The ordinance took effect on July 1, 2016 for employers with 26 or more employees, and will take effect on July 1, 2017 for employers with 25 or fewer employees.

The employer wage rate implementation schedule is as follows:

Employers with **26 or more** employees shall pay a wage of no less than the hourly rates set forth:

1. On July 1, 2016, the hourly wage shall be \$10.50
2. On July 1, 2017, the hourly wage shall be \$12.00
3. On July 1, 2018, the hourly wage shall be \$13.25

Employers with **25 or fewer** employees shall pay a wage of no less than the hourly rates set forth:

1. On July 1, 2017, the hourly wage shall be \$10.50
2. On July 1, 2018, the hourly wage shall be \$12.00

In February 2019, City Council will review a report summarizing the economic impact of the citywide minimum wage on reducing poverty, unemployment, job creation, and the overall local business climate. At that time, the City Manager will request direction from the City Council regarding an amendment to increase the citywide minimum wage according to the following schedule:

1. July 1, 2019, the hourly wage shall be \$14.25
2. July 1, 2020, the hourly wage shall be \$15.00

Beginning July 1, 2022 and each July 1 thereafter the hourly wage shall be adjusted by an amount equal to the change in the Los Angeles-Riverside-Orange County consumer price index for Urban Wage Earners and Clerical Workers.

Non-Profit Employers with 26 or more employees may qualify for a year deferral from the July 1, 2016 start date. To qualify, the non-profit with a valid 501(c)(3) status must provide satisfactory evidence of one of the following requirements:

- A. The chief executive officer earns a salary which, when calculated on an hourly basis, is less than five times the lowest wage paid by the corporation; or
- B. It is a Transitional Employer; or
- C. It serves as a child care provider; or
- D. It is funded primarily by City, County, State or Federal grants or reimbursements.

Employer Responsibilities:

- Every employer must post in a clearly visible place at any workplace or job site where any employee works, the notice published each year by the City informing employees of the current minimum wage rate and of their rights under the ordinance.
- Every employer shall give written notification each current employee and to each new employee at the time of hire employee’s rights under the ordinance and the employees possible right to the federal Earned Income Credit (EIC).

- Every employer must provide each employee at the time of hire, the employer's name, address and telephone number in writing.

Employees have the following rights:

- Right to be provided with the employer's name, address, and telephone in writing at the time of hire.
- Right to file a complaint or inform any person about any party's alleged noncompliance with the ordinance.
- Right to inform any person of his or her potential rights under the ordinance and to assist him or her in asserting such rights.
- Right against retaliation when the employee mistakenly, but in good faith, alleges noncompliance with the ordinance.

Any adverse action against an employee within 90 days of the employee's exercise of protected rights may be construed as retaliation for the exercise of such rights.

An employer is an person, as defined in Section 18 of the California Labor Code, including corporate officer or executive, who directly or indirectly or through an agent or another person, including through the services of a temporary service or staffing agency or similar entity, employs or exercises control over the wages, hours or working conditions of any employee.

An employee is any individual who, in a particular week, performs at least two hours of work within the geographic boundaries of the City for an employer; and who qualifies as an employee entitled payment of a minimum wage from any employer under the California minimum wage law.

Pasadena's new minimum wage ordinance was approved three months prior to the State of California action and while similarities exist, the requirements are different.

If you have questions regarding Pasadena's minimum wage, need additional information, or believe you are not being paid correctly, please contact your employer or Code Compliance Manager Jon Pollard at (626) 744-6831, or jpollard@cityofpasadena.net. You may also obtain assistance at:

Jackie Robinson Center (JRC)
1020 North Fair Oaks Avenue
Pasadena, CA 91103
(626) 744-7300
Or
Villa-Parke Community Center
363 E. Villa Street
Pasadena, CA 91101
(626) 744-6530