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MINOR EMPLOYEES

I. INTRODUCTION

The city recognizes the benefits for individuals younger than age 18 who work. Such benefits include learning responsibility, how to manage money, increasing vocational skills, etc. The purpose of this regulation is to communicate the rules regarding the employment of individuals that are younger than 18 years of age to align with all applicable federal and state laws regarding the employment of minors.

This regulation applies to all city departments.

II. DEFINITIONS

Non-Hazardous Jobs:

- A. Office and clerical work, including operation of office machines.
- B. Merchandise stocking shelves, cashiering, selling, price marking, assembling orders, packing, shelving, filling customer orders.
- C. Errand and delivery work by foot, bicycle and public transportation.
- D. Indoor and outdoor clean-up work, including emptying trash, mopping, vacuuming and waxing floors but excluding power-driven mowers, cutters, trimmers, edgers or similar.

- E. Intellectual or artistically creative occupations such as computer programming and writing software, teaching, tutoring, serving as a peer counselor or teachers assistant, singing, musician, and art.
- F. Limited kitchen work involving the preparation of food and beverages.
- G. Limited cooking duties, (i.e., nothing that involves working over an open flame, deep fryers must be equipped with and utilize a device that automatically lowers and raises the baskets into hot oil or grease).
- H. Properly certified 15-year-olds may work as lifeguards and swim instructors at traditional pools and water park facilities including wave pools, lazy rivers, waterfalls, splash pads, and sprinkler areas and baby pools, but not elevated areas of power-driven water slides.

III. MINORS YOUNGER THAN AGE 14

City departments shall not hire minors who are younger than age 14 in any position.

IV. MINORS AGED 14 AND 15

- A. City departments may hire minors who are 14 and 15 years of age to perform work outside school hours but only in non-hazardous jobs as defined in the definitions section in this regulation.
- B. When school is in session, minors ages 14 and 15 may work in scheduled shifts of up to three (3) hours per day, not to exceed eighteen (18) hours per week.
- C. When school is not in session, including school breaks, minors ages 14 and 15 may work eight (8) hours per day, not to exceed forty (40) hours per week.

D. Minors ages 14 and 15 may only work between 7 a.m. and 7 p.m., except between June 1 and Labor Day their evening hours may be extended to 9pm.

V. MINORS AGED 16 AND 17

Minors 16 and 17 years of age are prohibited from driving motor vehicles, and/or serving as an outside helper on motor vehicles on any public road or highway, or operating motor vehicles on any public road or highway.

Workday Limitations During School - Minors who are age 16 or 17 and attend school are not permitted to work beyond 9 p.m. on school days.

Workday Limitations During School Breaks - Minors who are 16 or 17 can work scheduled shifts of up to eight (8) hours per day but no more than 40 hours per week.