



## UNIVERSITY PARK CITY COUNCIL AGENDA MEMO

**Meeting Date:**  
9/16/2025

**Item Type:**  
Action Item

**Subject:** FY2026 Pay Plan Ordinance

**Prepared By:** Talia Gregory, Director of Human Resources

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### Background:

As part of the annual budget preparation process, employee compensation is reviewed to ensure the city remains competitive with specific cities previously identified.

Based on this evaluation, the proposed changes to salaries and benefits are highlighted below.

- **Merit:** Funding has been included for all employees who are eligible for merit-based pay increases according to the City's performance evaluation criteria and schedule. Employees who meet performance standards will be eligible for pay increases within the different steps of the pay plan. The estimated cost of funding merit increases is \$550,000.
- **Cost of Living:** Funding has been provided for a 3 percent across the board increase to all positions within the pay plan. This cost-of-living adjustment for these positions is approximately \$380,000.
- **Personnel:** There is one position eliminated in the FY2026 Budget. The position of Director of Community Development responsibilities will be reallocated to the Director of Public Works to ensure continuity of service and efficiency in operations.

### Fiscal Impact:

- ☐ Not Applicable
- ☐ Budget Amendment Required
- ☐ Proposed Revenue
- ☒ Proposed Expenditure

Funding Source:

**Master Plan Goal:**



	Theme	Action Item(s)
<input checked="" type="checkbox"/>	Affirming Sense of Place	Maintain a Competitive Advantage on Staff Compensation amongst comparable cities.

Staff requests approval of the proposed ordinance adopting the FY2026 pay plan.

**Committee Review (*optional*):**

The proposed changes were reviewed and approved by the Employee Benefits Committee on July 15, 2025 and the Finance Committee on August 13, 2025.

**Attachments:**

Ordinance adopting the FY2026 Pay Plan