URS
Utah Retirement Systems

What to Expect From the New Employer Portal » Page 3

Spring 2026

InsideStory

Newsletter for URS Participating Employers

AUREUS Go-Live » March 30, 2026

5 Things You Should Know Before AUREUS Launches

1 The March 30 Finish Line Isn't the End

The best of what AUREUS has to offer will emerge over time as we **continue building on the foundation** we set on March 30.

2 We're Prepared and Confident

We expect challenges ahead as we face one of the most complex transitions in URS history. But we're **confident in the foundation** and stability of AUREUS.

3 Web Adminstators Have Important March 30 Tasks

Web Administrators will be notified by URS on March 30 to register for the AUREUS Employer Portal. Once registered, the Web Administrators will need to register other Organization Contacts. **See More Details,** Page 4

4 Temporary Delays May Be Possible

Thank you for your patience if employer and member call wait times are higher than usual. Expect possible delays in any assistance you may need with files.

5 Prepare Your Payroll to Submit After Blackout

While we're currently in the employer blackout period, take this opportunity to ensure that your files are accurate, complete, and in the correct format to submit to AUREUS on March 30. Check out **these resources** to help you understand and meet the specifications.

Getting Started

Education & Resources for Employers

Employer Guide

Reference for general retirement information, as well as information about URS procedures.

» Read Now

Employer Education

» Webinars
» How-to Videos
» Publications

Member Education

URS offers various types of member education to fit your employees' preferred style of learning.

» Publications | » Videos
» Seminars | » Webinars
» Individual Retirement Planning Sessions

Request printed copies of member publications: publications@urs.org.

Need URS Content?

We can provide articles with news and information about URS benefits for your employee newsletter or internal homepage.
To learn more, email kory.cox@urs.org.

URS Employer Line

801-366-7318
800-753-7318

Training/Event	When	Description	Who Should Attend
Comprehensive Employer Training	Held annually, usually in spring/early summer. For 2026, will be held in the Fall.	Review recently enacted laws affecting retirement benefits, compliance matters, and administrative hot topics.	Staff involved in day-to-day retirement administration operations and management.
Retirement Basics Plus	Conducted semi-annually	Basic retirement laws, general administrative matters, URS Employer Portal functions.	Staff involved in day-to-day retirement administration operations and management.
Employer Event	**Tuesday, March 24, 2026**, at Salt Lake Community College Miller Campus in Sandy. **See Page 10**	News and trends in retirement and healthcare, updates from URS leadership.	Executives, HR and benefits managers, and other decision-makers.

URS
Utah Retirement Systems
Trust . Commitment
Value . Innovation . Excellence

InsideStory
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Inside Story provides general information about retirement and other benefits for URS Participating Employers. Nothing herein should be construed to establish, amend, enlarge, reduce, or otherwise affect any benefits, rights, responsibilities, or privileges. If there is a conflict between any applicable law, rule, regulation, plan provision, or contract and the contents of this newsletter, the law, rule, regulation, plan provision, or contract shall prevail.

AUREUS » Transition

New Features, Different Feel

What to expect on Day 1 of the AUREUS employer portal

On March 30, 2026, the new Employer Portal launches. This milestone represents the culmination of significant planning, testing, and collaboration to provide employers with a more modern, efficient, and secure experience.

On Day 1, your Web Administrator will receive an email to register for the new Employer Portal (see Page 4). Once registered, they can send emails from the Employer portal inviting your Organization Contacts to register.

When you log in for the first time, you may notice the layout and navigation look different from the previous system. But the core functions you rely on — such as reporting employee wages, submitting contributions, and maintaining employer information — will be available.

Reporting and Contributions

Employers will continue to report payroll and submit contributions through the portal, similar to the current process. However, you may notice improvements, such as clearer navigation, updated screens, and improved validation checks to help catch errors earlier in the process.

What May Feel Different

Because this is a brand-new system, some screens and workflows may look different. While the underlying tasks remain the same, the steps to complete them may be organized in a new way. Take a moment to explore the portal and become familiar with the updated layout.

Support During the Transition

Our team will be closely monitoring the system during the first few weeks after go-live to ensure a smooth transition. Additional staff will be available to assist employers. However, please be patient if call wait times are longer than usual during the first few days. The best way to get help from us is to call 801-366-7318 or 800-753-7318.

How You Can Prepare

To ensure a smooth experience on go-live day:

» Review any related training materials or communications you've received, including **these resources**.

» Plan to allow a little extra time the first time you complete reporting tasks in the new system.

See Recorded Webinars About New AUREUS Portal

We recently conducted four employer webinars to demonstate the AUREUS employer portal to show you what to expect, where to find what you need, and provide demonstrations on how to use some of the AUREUS tools. Here are the recordings:

» **Webinar 1**: Events and Messages; Organization Information

» **Webinar 2**: Employees

» **Webinar 3**: Employer Payroll Reporting; Files

» **Webinar 4**: Finance; Documents and Reports, Seminars and Webinars

AUREUS » Transition

Web Administrators Will Need to Set Up Organization Contacts

Web Administrators will play an important role in the March 30 AUREUS launch.

They will be notified by URS on March 30 to register for the AUREUS Employer Portal. Once registered, the Web Administrators will need to register the other Organization Contacts by clicking on the Profile link in the navigation menu, at left then within the Organization Detail panel. From there, find the Contact tab, then click into the contact's record.

When registering a new Organization Contact, ensure the contact has a unique email address. They'll need access to the email address URS has on file for them in order to register for the new Employer Portal. Sharing credentials with anyone is strictly prohibited.

Organization Contact names, addresses, and phone numbers will be mapped from the URS legacy system to the AUREUS system. Authorized Contact roles will be different between the two systems. The legacy roles will be mapped to corresponding roles within AUREUS. See new employer portal contact roles on Page 6.

Multiple Payroll Schedules in AUREUS

If your organization has multiple payroll schedules, it is important that each payroll schedule is reported on a separate payroll file and not consolidated into a singular payroll file. If you use the website wizards to report your payroll information, you will need to report the schedules separately from one another.

Payroll files and corresponding payments must be received by URS in good order within 30 days from that payroll schedule's pay period end date.

If you have multiple payroll files, be sure to notify URS by sending an email to aureus@urs.org.

Payroll Files and Late Reporting

An interest and penalty amnesty period will apply to employer payroll files that come due during the employer blackout period (March 7 through March 29). This amnesty period will extend for a few weeks beyond March 30. If you have any questions, please call us at 801-366-7318 or 800-753-7318.

AUREUS » Transition

AUREUS Payroll File Error Codes

These are common error codes AUREUS may produce when a Payroll File is submitted. You will see the AUREUS Code and Description when there is an error. If you have any questions, call us at 801-366-7318 or 800-753-7318.

Code	Description	Hints
30301085	Cannot process this payroll record because we are missing an employment record. Please enroll the member.	The member needs to be certified by the employer in either the Employment Wizard or through the Employment File. If not, the payroll record needs to be voided from the Payroll File.
30301083	Cannot process this payroll record because the member is not active in the benefit program.	Certain benefit programs (e.g. Roth IRA) require the member to enroll before payment can be accepted.
30301010	Reported Pre-Tax ER Contributions do not match the system-calculated amount for this Contribution Type.	Contributions are either not required or are incorrect. Check the payment type fields to ensure that contributions are in the correct fields.
30301026	One or more Payroll Detail records in this Header is in 'Review' Status.	Review means that further investigation is required. There will be more specific information on the Details by Errors tab.
30301006	The last name does not match the system data for the SSN on this payroll detail record.	Check the employee record to identify how the name has been recorded.
30301094	Do not report Retirement Salary for Tier 1 DB Exempt Member.	Only gross salary is needed for the Tier 1 exempt employees.
30301095	Retirement Salary reported for ineligible member. Verify member's employment status.	Verify if the member is eligible or ineligible. Use the Employment Wizard to update the eligibility status if needed.
30301108	We cannot find the payroll schedule for the employer organization.	Make sure the reporting schedule is up to date and the pay period end date matches the Payroll Schedule.
30301125	Payroll Detail missing for member XXX.	The member has been reported on prior payroll files, is not on this payroll file, and there is no leave event or employment termination associated with the record.
30301173	DC Payroll detail must have a corresponding DB payroll detail for this member.	DC = defined contributions/savings plans; DB = Tier 1 or 2 Defined Benefit or the ineligible fund.
31303040	The organization code on the file does not match one of the available organization codes for the session.	One possible reason for the error is the organization code is incorrect or missing.

AUREUS » Transition

Employer Portal Contact Roles

Employer organization contact roles will be different after March 30. The newer roles are more descriptive and intuitive. Here's a description of the new roles and how the legacy roles are mapping to the new system.

Legacy Contact Code	Mapped to AUREUS Organization Contact Role	Description
AC	Authorized Agent	Contact role reserved for individuals who assist in the employer payroll reporting processes but are not an employee of the participating employer organization (e.g., third-party accountants).
CP, FC	Authorized Contact	Higher level contact who can review organization information, request reports, upload files, and report Payroll information.
BA	Business Administrator	Second in charge after the executive administrator. Manages organization-level information, such as associating bank accounts, Benefit Protection Contracts, Service Agreement updates, etc.
BL, CK, CR, DC, TR	Contribution Reporting	Contact who conducts employer Payroll Reporting activities, including adjusting previously reported records. Does not have the ability to remit payment on invoices.
AD	Executive Administrator	The highest-ranking contact. Manages organization-level information, such as Benefit Protection Contracts, Service Agreement updates, etc.
EC, HR, LT, NH, PS, SR, VT	Human Resource	Contact responsible for notifying URS when your organization hires or terminates an employee as well as when an employee begins or ends a leave event.
IT	Information Technology	Receives and shares IT information with URS.
	Parent Organization – View	New to AUREUS and will not apply to most participating employer organizations. This Parent-level contact can view the information for each of the Child Organization's information.
BA	Primary Contact	New to AUREUS. This contact is the primary person for URS-related information. Each organization will have one Primary Contact.
	Reporting Organization – View	New to AUREUS and will not apply to most participating employer organizations. Contact role used when a participating employer organization reports employment or payroll information to URS on behalf of another URS participating employer organization. Allows the Reporting Organization to access the other participating employer's organization information.
WA	Website Administrator	Contact who ensures other organizational contacts have appropriately assigned roles within the Employer Portal.
CY, IS, QC, VP		These contact functions are communication-only legacy contacts and will not be mapped to the AUREUS Employer Portal.

AUREUS » Transition

Member Blackout Period Starts Soon

Please help us get out the word to your employees about the member blackout period.

In the transition to AUREUS, **member account activity will be temporarily unavailable beginning the week of March 16 until March 30, 2026.**

Members won't be able to make account changes or transactions (such as Savings Plans withdrawals, transfers, or trades) during this time.

URS Customer Service will still be available, but we won't be able to process account changes or transactions during this blackout period.

The "Classic myURS Portal" will be available for limited, read-only information, such as 2025 tax documents, during the blackout and through mid-April. Members can log in with their previous username and password.

Download this PDF to pass along to your employees this week to remind them of the upcoming blackout.

URS
Utah Retirement Systems
March 30, 2026
Crossing Over to a New Member Portal

Time is Running Out to Prepare for Temporary Blackout Period

On **March 30, 2026**, we're launching an upgraded member portal to make managing your URS benefits easier and more secure.

As we transition to this new member portal, **member activity will be temporarily unavailable beginning the week of March 16 until March 30, 2026.**

- Members won't be able to make account changes or transactions (such as Savings Plans withdrawals, transfers, or trades) during this time.
- URS Customer Service will still be available, but we won't be able to process account changes or transactions during this blackout period.
- If that sound like complicated transactions, fears we can help (like withdrawals and trades) it might any account changes before the blackout period.
- The "Classic myURS Portal" will be available for limited, read-only information, such as 2025 tax documents, during the blackout and through mid-April. Log in with your previous username and password.
- This video walks you through how to get your new URS Member ID and log in to the new portal beginning March 30, 2026.

Go to www.urs.org/us/transition for more details ►

A Special Thank You to Our Employer Partners

As we prepare to implement one of the most significant operational changes in URS history, we want to recognize the role our employer partners have played in getting us here. Over the past years, you've taken the time to learn new tools, provided helpful feedback, and adapted the way you work. We're excited for the improvements this new system will bring and appreciate your continued patience and support.

Utah Retirement Systems

New Savings Plans Options » Roth 401(k) / Roth 457(b)

Help Educate Members on New Plans

URS is adding the Roth 401(k) and Roth 457(b) to our Savings Plan lineup.

If you don't have a service agreement in place, it will be available online on the new employer portal when it launches on March 30.

Here are a few ways the new Roth plans may benefit employees:

» Higher limits for tax-free savings: Contribution limits for Roth 401(k) and Roth 457(b) are much higher than Roth IRA limits, and each plan has its own separate annual limit.

» No income limits: Unlike Roth IRAs, higher-income earners can still contribute.

» More flexibility: More ways to optimize your tax and withdrawal options to fit your individual circumstances.

As a reminder, Employer Contributions cannot be made into the Roth 401(k) or Roth 457(b) plans.

Thinking about contributing to a URS Roth plan? This webinar explains how Roth plans work, key rules to understand, and how it may fit into your overall retirement strategy. We'll set aside time to answer your questions.

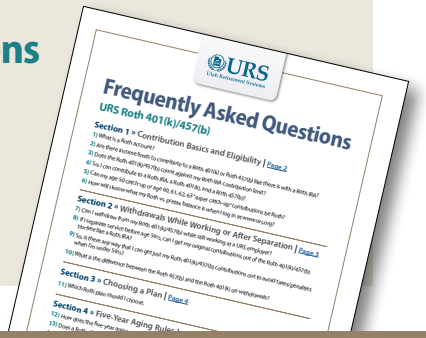
Wednesday, April 29, 2026, 9-10:30 a.m | Register

Monday, May 18, 2026, 3-4:30 p.m | Register

Frequently Asked Questions

A deeper dive into Roth plans. How each plan is different and how to optimize their advantages.

» **Download PDF**



IRA Contributions Should Not Be Reported on Form W2

Please note that Traditional IRA and Roth IRA contributions should not be reported on employees' Form W2. These contributions are made outside of the employer payroll system and are not considered employer sponsored retirement plan contributions. (Consult with your tax advisors or legal counsel regarding specific reporting obligations.)

New Savings Plans Options » Roth 401(k) / Roth 457(b)

How to Make or Increase Pick-Ups

Member contribution rates in the Tier 2 Public Safety and Firefighter Retirement System will be increasing effective July 1, 2026.

If you would like to increase the percentage of the member contributions your organization picks up on behalf of your members, please make certain to have a formal election made by your governing body and have that election documentation and a form returned to URS prior to July 1, 2026. Please return the form via the online message center, which will be available when the new employer portal launches.

Unless you take this action, your pickup election will not change. If you have questions, please call us at 801-366-7318 or 800-753-7318.

» 2026-2027 Preliminary Tier 1 Contribution Rates

» 2026-2027 Revised Preliminary Tier 2 Contribution Rates

» 2026-2027 Revised Preliminary Condensed Contribution Rates

» Tier 2 Public Safety and Firefighter System Employer Pick-Ups

Savings Plan Contribution Limits

Plan	Maximum Employee Contributions	Additional Employee Catch-up Contributions (age 50+/60-63)**	Employee and Employer Combined Contribution Limit (below age 50/ age 50+/60-63)**
401(k) / Roth 401(k) Annual contribution limits for the 401(k) and Roth 401(k) apply separately for each plan	**2025 »** $23,500 **2026 »** $24,500	**2025 »** $7,500 **2026 »** $8,000/$11,250	**2025 »** $70,000/$77,500 **2026** $72,000/$80,000/$83,250
457(b) / Roth 457(b) Annual contribution limits for the 457(b) and Roth 457(b) apply separately for each plan	**2025 »** $23,500 **2026 »** $24,500	**2025 »** $7,500 **2026 »** $8,000/$11,250	**2025 »** $23,500/$31,000 **2026** $24,500/$32,500/$35,750
Traditional IRA IRA limits are combined*	**2025 »** $7,000 **2026 »** $7,500	**2025 »** $1,000 **2026 »** $1,100	N/A
Roth IRA IRA limits are combined*	**2025 »** $7,000 **2026 »** $7,500	**2025 »** $1,000 **2026 »** $1,100	N/A

* The IRA limit is combined; you're limited to a total of $7,500/$8,500 for all of the IRAs (Traditional and Roth combined) you own.

** Assumes an employee catch-up contribution of $8,000 for ages 50-59 and 64+ and "super" catch-up of $11,250 for ages 60-63. Starting in 2026, participants in 401(k) and 457(b) plans who are age 50 or older and earned more than $150,000 in FICA wages in the prior calendar year must make catch-up contributions on an after-tax Roth basis. URS will begin offering Roth 401(k) and 457(b) plans after March 30, 2026.

URS/PEHP Employer Event

You Can Still Attend Virtual Event

Thank you for the incredible reponse to the **2026 URS/PEHP Employer Event** scheduled for Tuesday, March 24, 2026.

In-person registration has reached capacity, but you can still participate remotely.

Register now for the virtual event to hear valuable news and updates from URS and PEHP, a review of legislative changes, and insights on key retirement and healthcare issues shaping the future.

You'll also be able to submit questions and engage with the presentations in real time. Each year we continue improving the virtual experience.

We look forward to welcoming you, either in-person or virtually.

Minimum Earnings Requirement Increased to $1,363

Each month during the term of office, **Tier 1 Public Employees' Noncontributory and Contributory Retirement Systems Elected and Appointed Officials** must earn $500 or more indexed as of July 1, 1990, as provided in Utah Code Ann. §§ 49-12-407 and 49-13-407, in order to be eligible for retirement coverage. The minimum earnings requirement increase each year is based on the consumer price index. As of February 1, 2026, through January 31, 2027, the minimum earnings requirement is **$1,363 per month**.

Reminder: Reemployment After 60 Days But Within One Year of Retirement

The retiree may be employed with a participating employer and continue to receive a retirement benefit with URS if the following criteria are met:

» The retiree cannot receive any employer-provided benefits including, but not limited to: medical, dental, paid time off, annual leave, sick leave, HSA plan, and other insurance benefits, excluding workers' compensation.

» The retiree's salary is limited to the lesser of **$21,436.34** or half of their final average salary during a calendar year. The salary limitation is updated in February of each year. If retirees exceed the earnings' limitation or receive benefits, their retirement allowance will be canceled.

» No post-retired contribution is required.

Content for this article is taken from the Employer Guide.

School District Contribution Rates Changes Now Effective in July

Contribution rates have traditionally changed for school districts effective September 1 each year. Changes will now take effect with the first pay period start date on or after July 1, 2026 for all employers, including school districts. For example, a pay period that goes from July 2, 2026, through July 16, 2026, would be subject to the new contribution rates that are effective July 1, 2026. A school year and the contribution rates associated with the URS contributions for that school year may or may not correspond with each other.