

Memorandum

TO: City Council
FROM: Stephanie Smith , City engineer
DATE: August 18, 2025
SUBJECT: Approval of amendment to the master agreement for maintenance of traffic control signal systems with Ramsey County
ITEM NUMBER: 8.e
SECTION: CONSENT AGENDA

REQUESTED MOTION

To approve the attached amendment to the master agreement for maintenance of traffic control signal systems with Ramsey County.

INTRODUCTION

Ramsey County owns and operates traffic control signal systems within Shoreview. The master agreement identifies the maintenance and power responsibilities for these signals in accordance with county policies on lighting and allocation of costs for traffic control systems. This agreement was approved November 4th, 2024. The proposed amendment will add two pedestrian signals located in Shoreview to the agreement. Council action is required to approve the amendment for the mayor and city manager to sign.

DISCUSSION

Ramsey County owns and operates traffic control signal systems within Shoreview and other cities located within the county and individual maintenance and operation agreements were executed between the cities and county as traffic control systems were installed. To simplify the process when new traffic signals are installed and to standardize the maintenance and cost-share across all cities where county owned systems are located, the city and Ramsey County have a master agreement that covers maintenance and operation for street signals located within a city.

There are two pedestrian signals located in Shoreview. One is at Victoria Street and Harriet Avenue, and the other is at County Road D and Richmond Avenue. An amendment is needed to add the two pedestrian traffic signals to the master agreement.

The public works director and city attorney have reviewed this amendment, with no objections.

RECOMMENDATION

Staff recommends the council approve the attached amendment to the master agreement with Ramsey County for maintenance of traffic control signal systems.

ATTACHMENTS

Master Signal Agreement - Amendment No. 1
Master Signal Agreement