



**CITY OF MARSHALL**  
**Public Improvement and Transportation**  
**Committee**  
**Agenda**  
**Monday, August 08, 2022 at 11:00 AM**  
**City Hall, 344 West Main Street**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

- [1.](#) Consider approval of the minutes of the June 28, 2022, Public Improvement & Transportation Committee meeting.

**TABLE**

**OLD BUSINESS**

**NEW BUSINESS**

- [2.](#) On-Street Bike Lanes on State Aid Streets.
- [3.](#) ST-009 – N. 3<sup>rd</sup>/W. Lyon Reconstruction Project – Review/Recommend Final Street Layout and Streetscaping Scope.

**ADJOURN**

**Disclaimer: These agendas have been prepared to provide information regarding an upcoming meeting of the Common Council of the City of Marshall. This document does not claim to be complete and is subject to change.**



## CITY OF MARSHALL AGENDA ITEM REPORT

<b>Meeting Date:</b>	Monday, August 8, 2022
<b>Category:</b>	APPROVAL OF MINUTES
<b>Type:</b>	ACTION
<b>Subject:</b>	Consider approval of the minutes of the June 28, 2022, Public Improvement & Transportation Committee meeting.
<b>Background Information:</b>	Enclosed are the minutes from the Public Improvement/ Transportation Committee meeting of June 28, 2022.
<b>Fiscal Impact:</b>	None
<b>Alternative/ Variations:</b>	
<b>Recommendations:</b>	That the minutes from the June 28, 2022, Public Improvement & Transportation Committee meeting be approved as filed with each member and that the reading of the same be waived.

MINUTES

**PUBLIC IMPROVEMENT/TRANSPORTATION COMMITTEE MEETING**

**June 28, 2022**

**11:00 AM**

**On Main, City Hall**

**MEMBERS PRESENT:** Schafer, Labat, Lozinski

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Director of Public Works/City Engineer Jason Anderson  
Assistant City/Engineer Jessie Dehn, City Administrator/Sharon Hanson,  
City Clerk/Steven Anderson

**OTHERS PRESENT:** Josh Stier/Bolton & Menk, Sam Kessal/Bolton & Menk,  
Jacob Bongard/Bolton & Menk

**1. Call to Order.**

Shafer called the meeting to order at 11:00 am.

**2. Approval of the Minutes.**

MOTION BY Lozinski SECONDED BY Labat to approve the minutes of the April 12, 2022 Public Improvement/Transportation Committee meeting. ALL VOTED IN FAVOR. MOTION PASSED 3:0.

PROPOSED CHANGE ORDER OF AGENDA. 4 3 1 2 (ITEMS NUMBERED 6 5 3 4)

**3. ST-009 - (A) Presentation of Intersection Control Evaluation (ICE) Draft Final Report for the W. Main Street / N. 3<sup>rd</sup> Street Intersection.**

Traffic control changes ICE required by MNDOT.

Based upon the findings outlined within this document, it is recommended that removal of the existing traffic signal at the W Main Street (US 59) and N 3rd Street accompany the conversion of N 3rd Street between W Main Street and W Lyon Street from two-way to one-way (northbound) operations. Additional improvements to the existing facilities including an enhanced pedestrian crossing device, raised center median on the east leg, and additional streetscape elements are recommended to adequately serve the elevated pedestrian usage at the intersection.

A summary of key findings and recommended improvements is provided below to support the noted recommendations:

- The existing traffic signal does not meet warrants under existing and future conditions.
- The quantity and severity of crashes occurring at the intersection over the previous five years is within the expected range for similar intersections. Four of the five crashes that occurred in this time were rear end crashes – which are the most common crash types at signalized intersections.
- The intersection is expected to operate efficiently under existing and future conditions with the existing traffic signal, side-street stop control, or the implementation of a one-way on N 3rd Street. Redistributing the existing southbound trips to adjacent streets under the one-way condition is not expected to create

noticeable differences in safety or operations on nearby segments or intersections.

- Removal of the existing traffic signal is being considered due to ongoing maintenance and replacement costs of an unwarranted signal as well as the overall need for a signal to serve vehicle traffic is null if N 3rd Street is changed to only serve northbound one-way traffic.
- If the traffic signal is removed, a raised median on the east leg of the intersection is recommended in place of the existing painted gore area. Modifications to streetscape and other roadside elements should be reviewed to direct pedestrian traffic away from the uncontrolled crossing of the west leg and over to the enhanced crossing of the east leg. Removal of the in-place colored concrete provided for the crosswalk for the west leg of the intersection should be reviewed with future improvements. Referenced guidance documents indicate that enhanced pavement markings and warning signage are expected to be sufficient, but a RRFB with consideration of an overhead installation or PHB is recommended due to the high-profile nature of the intersection and high levels of pedestrian traffic.

This item is informational, and no voting was conducted.

#### **4. ST-009 - (B) Review Proposed Layout for North 3<sup>rd</sup> Street between Main Street and Lyon Street.**

Reviewed N 3<sup>rd</sup> ST. streetscaping survey. 211 responses were generated by the survey. Committee also the reviewed downtown group survey regarding the stop light located on the corner of 3<sup>rd</sup> and Main Street.

Lozinski MADE A MOTION to proceed to Marshall Downtown Business Association and proceed with development of the project scope utilizing the one-way street configuration with west angled parking and east parallel parking/mini pedestrian plaza. Schafer SECONDED THE MOTION. LOZINSKI AND SCHAFER VOTED IN FAVOR, LABAT OPPOSED. MOTION PASSED 2:1

Addition to motion was added to include north part of 3<sup>rd</sup> street.

#### **5. ST-009 - (C) Review Proposed Parking Layout Adjustments for W. Lyon Street between College Drive and 5<sup>th</sup> Street.**

To comply with ADA, proposal was made for Lyon Street to be narrower to accommodate better slopes that would result in wider sidewalks. Street traffic would appear to be wider because of changing from angled parking to parallel on one side of the street. The proposed changes would result in a loss of 2 parking stalls when considering the entire area of parking. As part of the proposal there would be an increased stripe distance on angled parking. New striping should meet statute regarding crosswalks.

Lozinski MADE A MOTION to recommend Council approve reconfiguring Lyon Street between College Drive and 5<sup>th</sup> Street with 45-degree angled parking on the north side of the street and parallel parking on the south side. Schafer SECONDED THE MOTION. LOZINSKI AND SCHAFER VOTED IN FAVOR, LABAT OPPOSED. MOTION PASSED 2:1

#### **6. Collect Input from Adjacent Businesses about Possible Reconfiguration of Alley between Main and Lyon Streets from N. 1<sup>st</sup> Street to N. 5<sup>th</sup> Street from Two-Way Traffic into One-Way Traffic.**

Discussion was had between the committee members regarding the presented flyer. Question arose whether the Chamber of Commerce would distribute information as well. Reviewed informal Google survey that was put out by the Chamber of Commerce and Marshall Downtown Business Association.

Lozinski MADE A MOTION to recommend authorization to prepare and mail flyers to

business owners adjacent to the alley describing the potential change and to provide input as well as Marshall Downtown Business Association and use all available avenues for input.  
Labat SECONDED THE MOTION. ALL VOTED IN FAVOR. MOTION PASSED 3:0.

**7. Other Business.**

**8. Adjourn.**

Lozinski MADE A MOTION, Schafer SECONDED THE MOTION to adjourn the meeting. ALL VOTED IN FAVOR. MOTION PASSED 3:0. Meeting adjourned at 1:33 pm.

Respectfully submitted,  
Steven Anderson, City Clerk

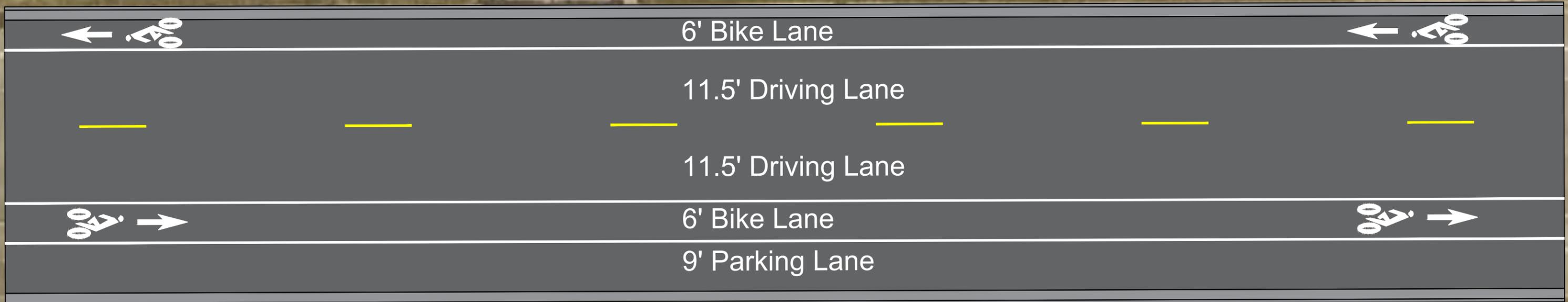
**CITY OF MARSHALL  
AGENDA ITEM REPORT**

<b>Meeting Date:</b>	Monday, August 8, 2022
<b>Category:</b>	NEW BUSINESS
<b>Type:</b>	ACTION
<b>Subject:</b>	On-Street Bike Lanes on State Aid Streets.
<b>Background Information:</b>	<p>Early this year the City completed Project Z88-State Aid Mill and Overlay. Upon project completion, MnDOT District 8 staff reviewed our project for final approval. District 8 staff noticed that our on-street bike lanes appeared to be out of compliance with State Aid rules and asked that we review. Most of our on-street bike lanes do not meet minimum standards for State Aid routes because each roadway use meets the minimum threshold for width. The parking lane, bike lanes, and driving lanes cannot <u>all</u> be at minimum width, and in our situation, we oftentimes are at all minimum widths.</p> <p>To resolve this issue, the City is presented with five options:</p> <ol style="list-style-type: none"> <li>1: Widen streets to allow more space.</li> <li>2: Keep bike lanes painted as they are today. Apply for a variance through State Aid.</li> <li>3: Remove parking from one side of the street and re-stripe the bike lanes.</li> <li>4: Remove the dedicated bike lanes and paint shared lane markings, otherwise known as “sharrows”.</li> <li>5: Remove bike lane striping altogether.</li> </ol> <p><u>Options 1, 3, and 5:</u> - would not be recommended by City staff. Option 1 would require extensive curb, gutter, driveway, utility and pavement cost and it is cost-prohibitive. Option 3 would require significant parking removal in fully-established residential neighborhoods. Option 5 is a step backward from our goal of achieving “complete streets” that create transportation corridors that are safe, functional, and aesthetically attractive for all users.</p> <p><u>Option 2: Keep bike lanes and seek variance</u> - The benefit of keeping the on-street bike lanes is that bike lanes are the most preferred option for protecting space for bicycle users because it identifies space that can only be used for bicyclists. A motor vehicle should not be driving in the bike lane unless the vehicle needs to cross for turning or parking movements. The negative of leaving this arrangement is that our vehicle driving lanes are quite narrow and they force vehicles to drive closely past bicyclists and opposing traffic. Keeping this arrangement would require a variance to be granted by a statewide board that is comprised of public officials and engineering staff. There is no guarantee that this board will agree to grant our variance. A typical layout is included in the packet.</p> <p><u>Option 4: Remove the dedicated bike lanes and paint shared lane markings</u> - The benefit of this option is that the streets can be re-stripped in a manner that allows for more space in the driving lanes, and more space in the parking lanes in many situations. The idea in this situation would be to paint driving lanes that are 14-FT wide and parking lanes that are generally 8-FT wide. We then paint a bike symbol with two chevrons in the driving lane</p>

	<p>(11-FT from the curb) and ensure that streets are signed as “bike routes” and not “bike lanes”. This designation serves as a reminder to the traveling public that this is a bike route and that the road must be shared. In many instances in Marshall, these routes have limited parking and bicyclists will typically choose to travel closer to the curb. A typical layout is included in the packet.</p> <p>City staff would recommend to stripe in accordance with Option 4 with shared lane markings. This option will make the streets feel more comfortable to the vehicle drivers while also fully accommodating parking and calling attention to bicyclists on the streets. Staff believes this arrangement to be a good compromise to continue to meet our objectives in achieving “complete streets” while also meeting minimum State Aid standards for typical lane widths.</p>
<p><b>Fiscal Impact:</b></p>	<p>Cost to re-stripe is minimal when considered against typical annual costs to re-stripe existing bike lanes.</p>
<p><b>Alternative/ Variations:</b></p>	<p>No alternative actions recommended.</p>
<p><b>Recommendation:</b></p>	<p>City staff recommends to stripe in accordance with listed Option 4 to a shared lane arrangement.</p>







DESIGNED BY: JLD	DATE	REVISIONS	INIT.
DRAWN BY: JLD			
Item 2.			
Scale: 1"=##'			

**MARSHALL**

ENGINEERING DEPARTMENT  
 344 WEST MAIN STREET  
 MARSHALL, MINNESOTA  
 56258

ON-STREET BIKE LANE ALTERNATIVES

BIKE LANE - REMOVE 1 SIDE OF PARKING

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE: 00/00/21 LICENSE NO: 53322



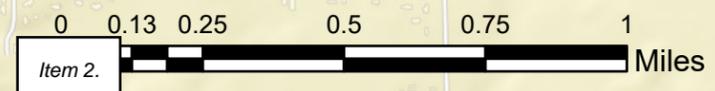
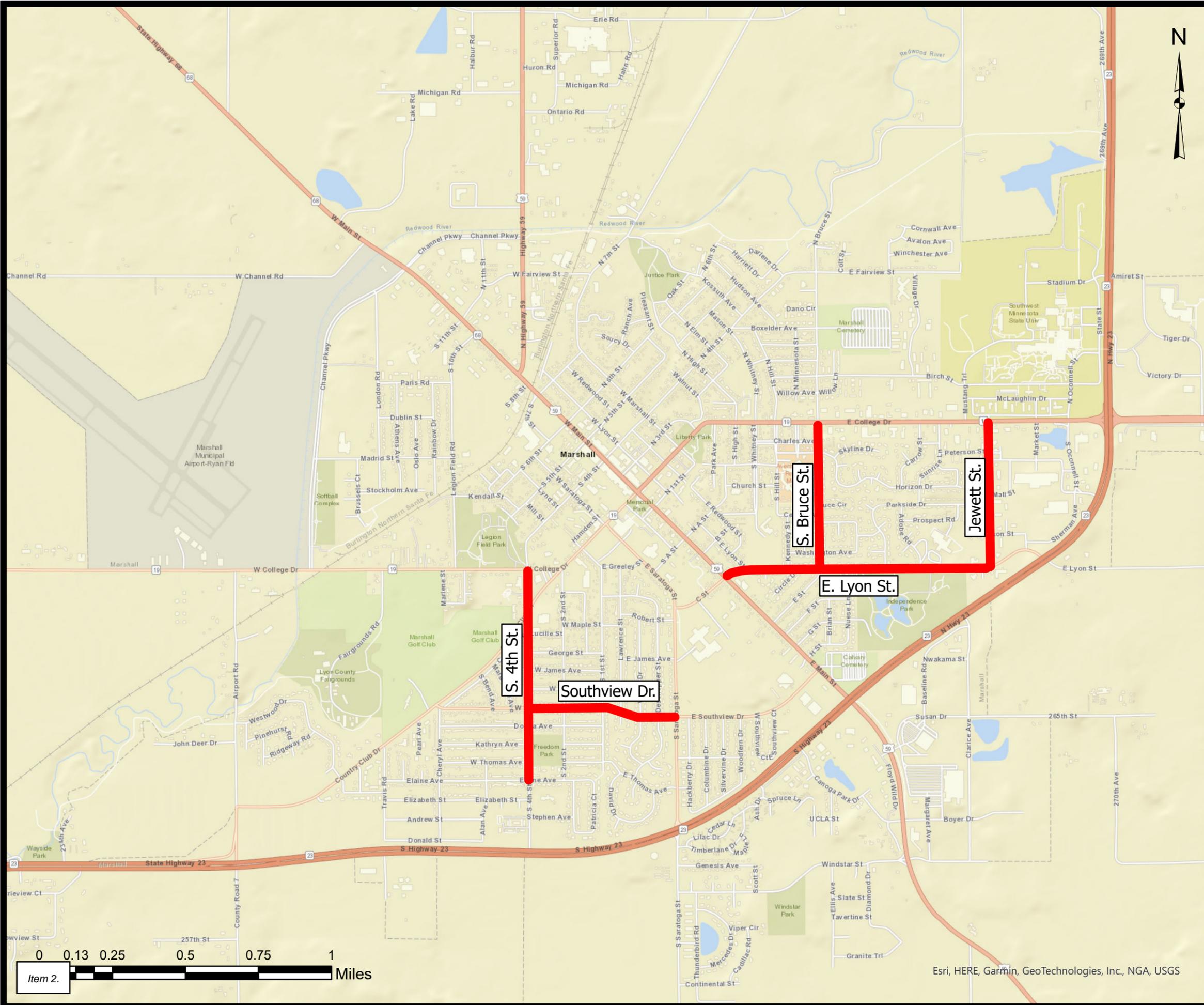
MARSHALL  
MINNESOTA

# 2022 Variance Request Proposed Route Map

- MSAS 107 - S. Bruce St.
- MSAS 119 - Southview Dr.
- MSAS 123 - E. Lyon St.
- MSAS 124 - S. 4th St.
- MSAS 127 - Jewett St.

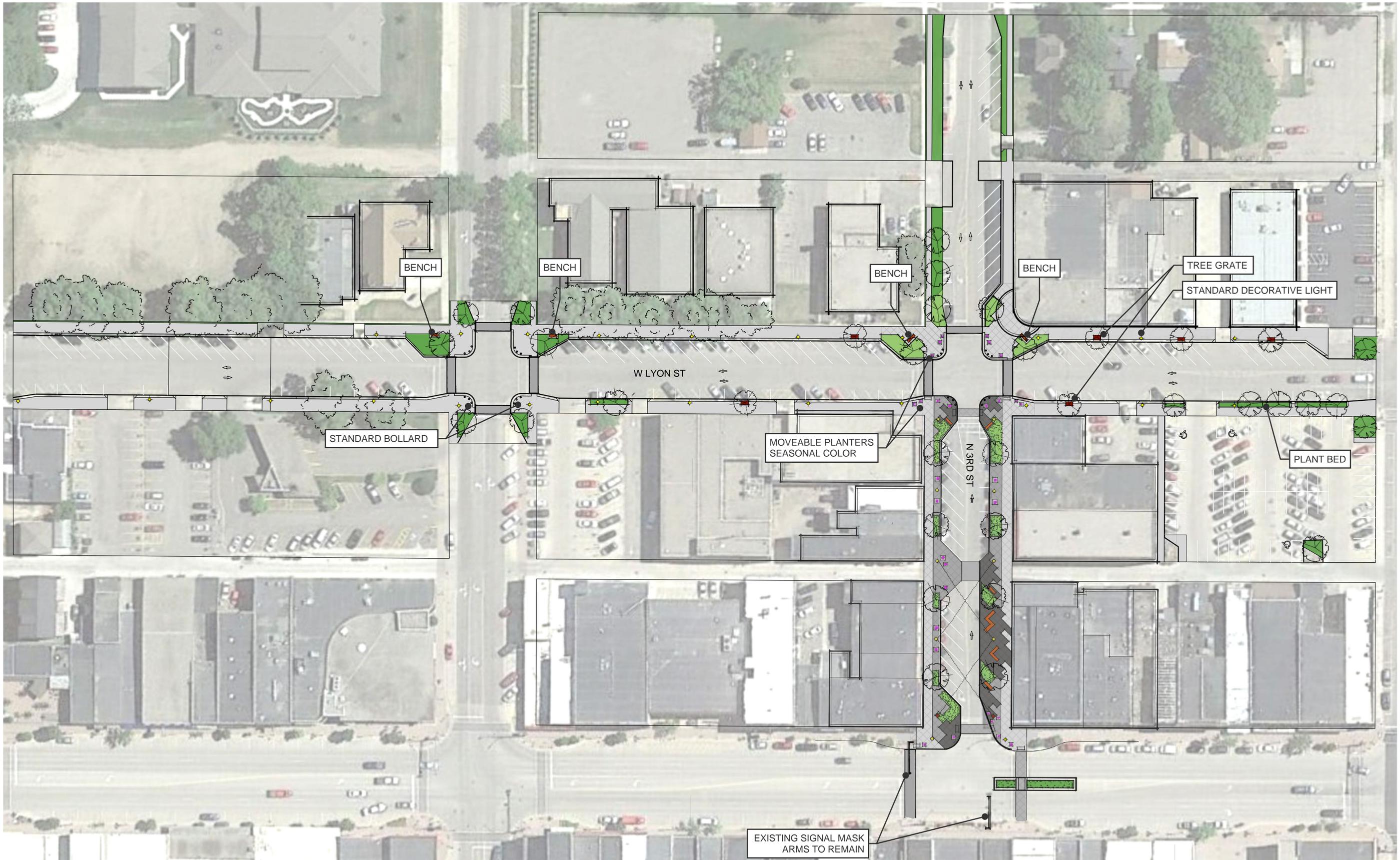
\*\* Disclaimer: The City of Marshall does not guarantee the accuracy of the data included on this map.

This map data is for referencing purposes only.



Esri, HERE, Garmin, GeoTechnologies, Inc., NGA, USGS

<b>Meeting Date:</b>	Monday, August 8, 2022
<b>Category:</b>	NEW BUSINESS
<b>Type:</b>	ACTION
<b>Subject:</b>	ST-009 – N. 3 <sup>rd</sup> /W. Lyon Reconstruction Project – Review/Recommend Final Street Layout and Streetscaping Scope.
<b>Background Information:</b>	<p>Staff and PI/T Committee members have spent considerable time working with Bolton &amp; Menk staff and the Downtown Business Association (DBA) regarding the reconstruction of N 3<sup>rd</sup> and W. Lyon Streets for 2023. Numerous topics have been discussed, including: parking, lane widths, sidewalk and ADA standards, streetscaping, Main/3<sup>rd</sup> traffic signal, dedicated pedestrian signal (HAWK system), and many other more detailed topics.</p> <p>Attached to the packet is the layout that city staff would like approval to move forward with for final design. The layout includes a one-way N. 3<sup>rd</sup> Street from W. Main Street to W. Lyon Street, a two-way W. Lyon Street from E. College Drive to N. 5<sup>th</sup> Street with angle parking on the “north” side and parallel parking on the “south” side and a two-way N. 3<sup>rd</sup> Street from W. Lyon Street to W. Redwood Street with angle parking on the “east” side and parallel parking on the “west” side. Because the traffic signal isn’t needed for N. 3<sup>rd</sup> Street, the signal heads that face N. 3<sup>rd</sup> Street today would be removed. The signal heads that face W. Main Street would remain and the signal would remain in place to serve pedestrians that would like to cross W. Main Street from either side of the N. 3<sup>rd</sup> Street intersection. Note that a median is being proposed on W. Main Street on the “south” side of the intersection to provide for additional pedestrian safety.</p> <p>Included in the layout is a streetscaping design. Staff would like to continue the discussion with the City Council regarding streetscaping, and no decision is being requested for today. We are only discussing the layout, which includes curb locations, street widths, and traffic control.</p> <p>City staff believes that this is a good compromise layout to move forward with. Included in the packet is a letter of support from the DBA.</p>
<b>Fiscal Impact:</b>	None at this time. Project costs will be forthcoming.
<b>Alternative/Variations:</b>	No alternative actions recommended.
<b>Recommendation:</b>	Staff recommends to move forward with the layout as presented. Streetscaping elements will be recommended for approval at a later date.



# 3RD STREET & LYON IMPROVEMENTS DRAFT CONCEPT DESIGN





BASIC LIGHT - Wayfinding



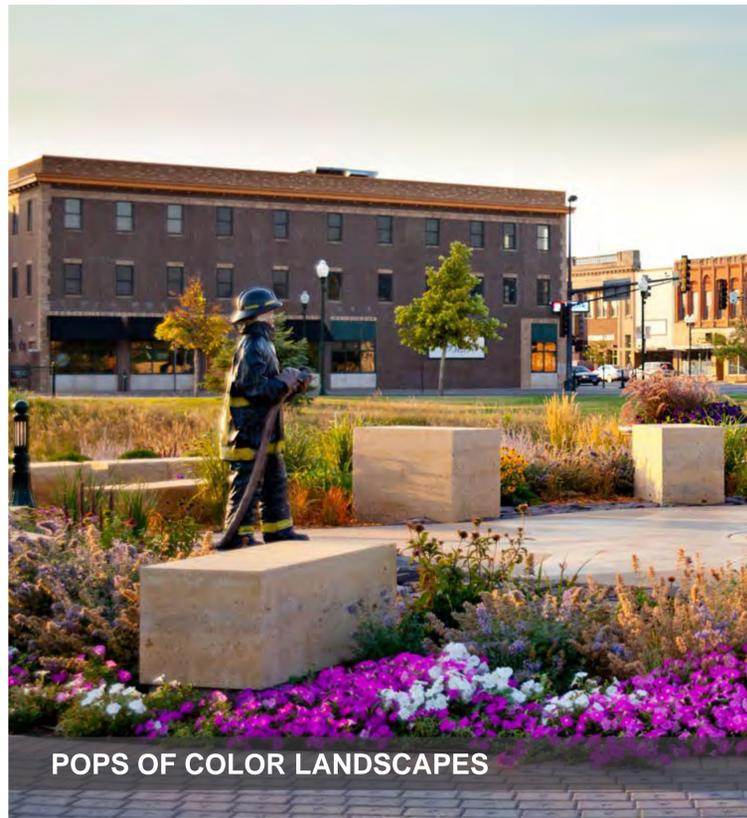
LIGHT POLE WITH FESTOON CABLE LIGHT



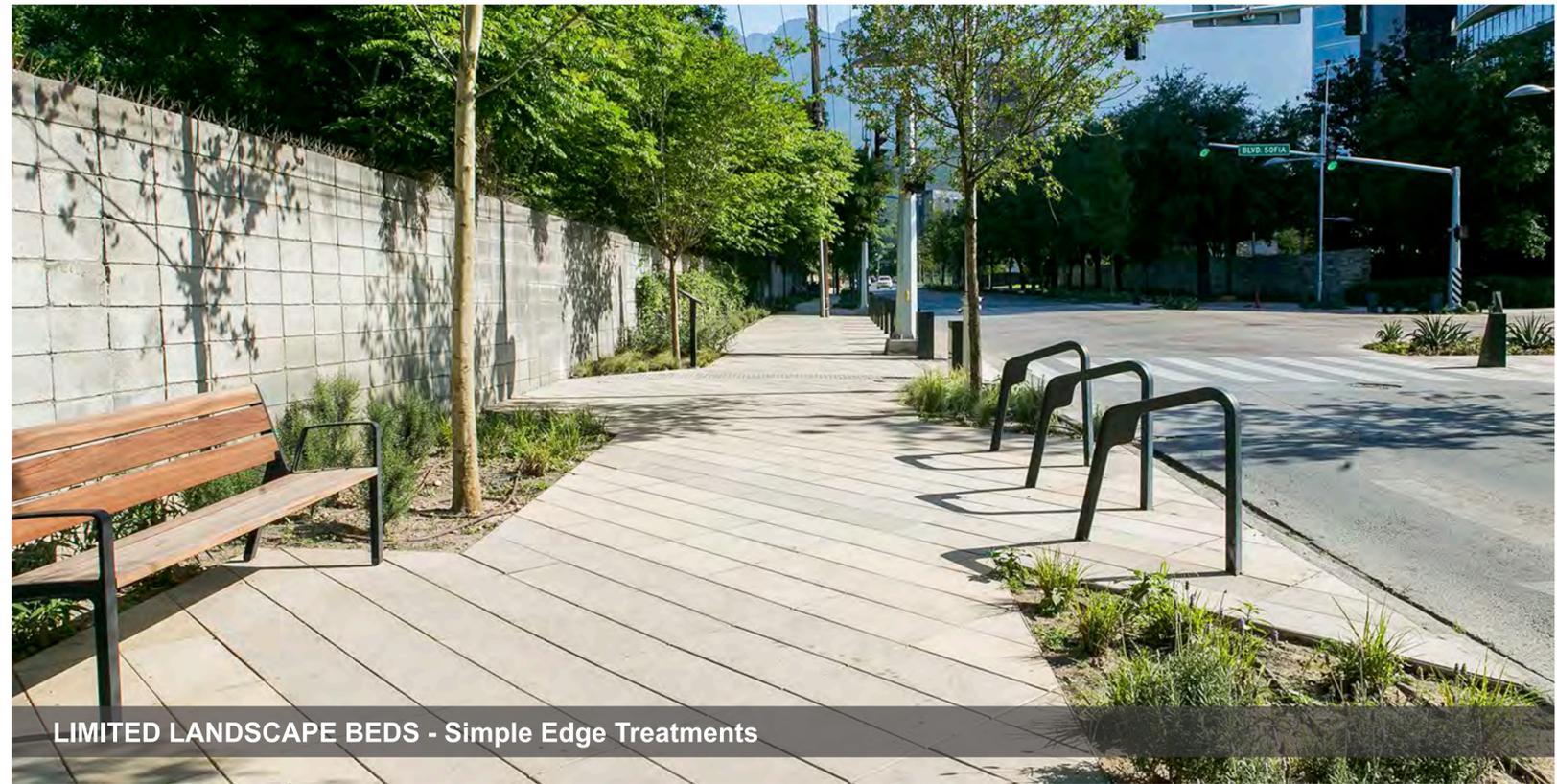
ENTRY FEATURE STRUCTURE - Interior Light



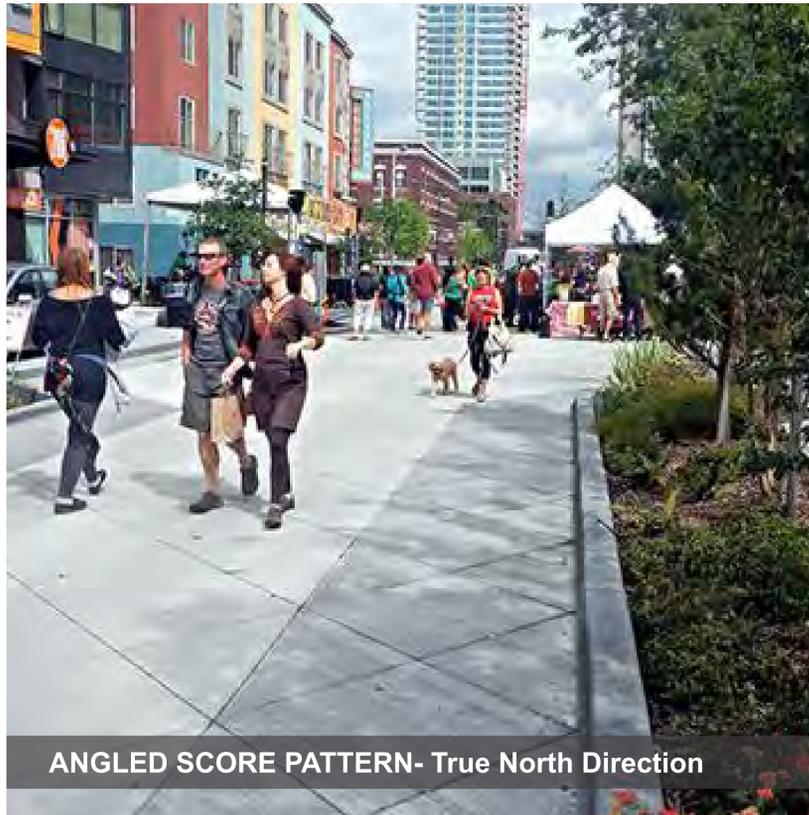
DELINIATION OF SPACE



POPS OF COLOR LANDSCAPES



LIMITED LANDSCAPE BEDS - Simple Edge Treatments



ANGLED SCORE PATTERN- True North Direction



PLAZA DECORATIVE SCORE PATTERN



PLAZA ANGLED TREATMENTS - Native Stone Elements



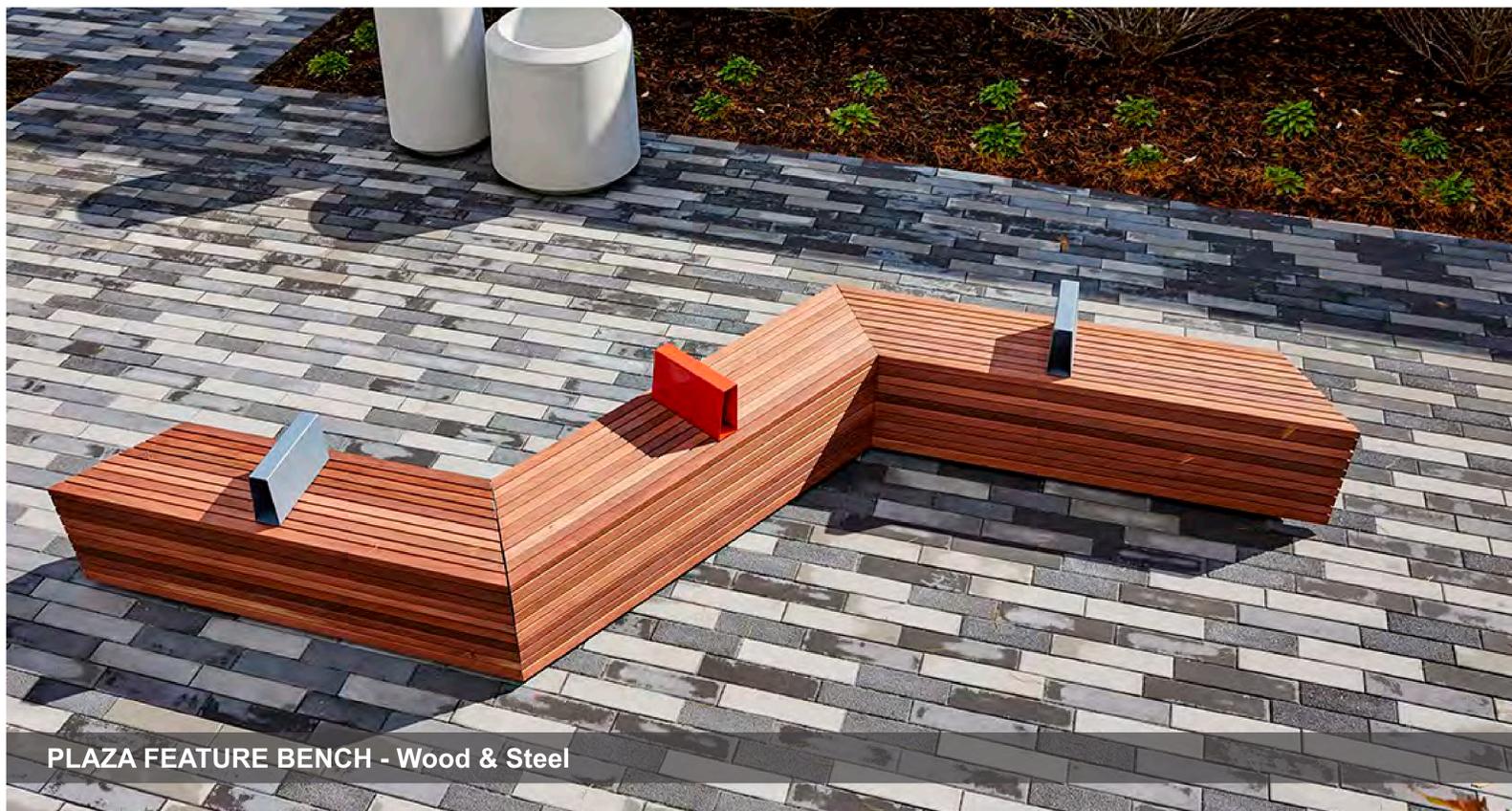
PLAZA BENCH - Wood & Cast Iron



STREETSCAPE BENCH - Cast Iron



STREETSCAPE LITTER RECEPTACLE - Side Door



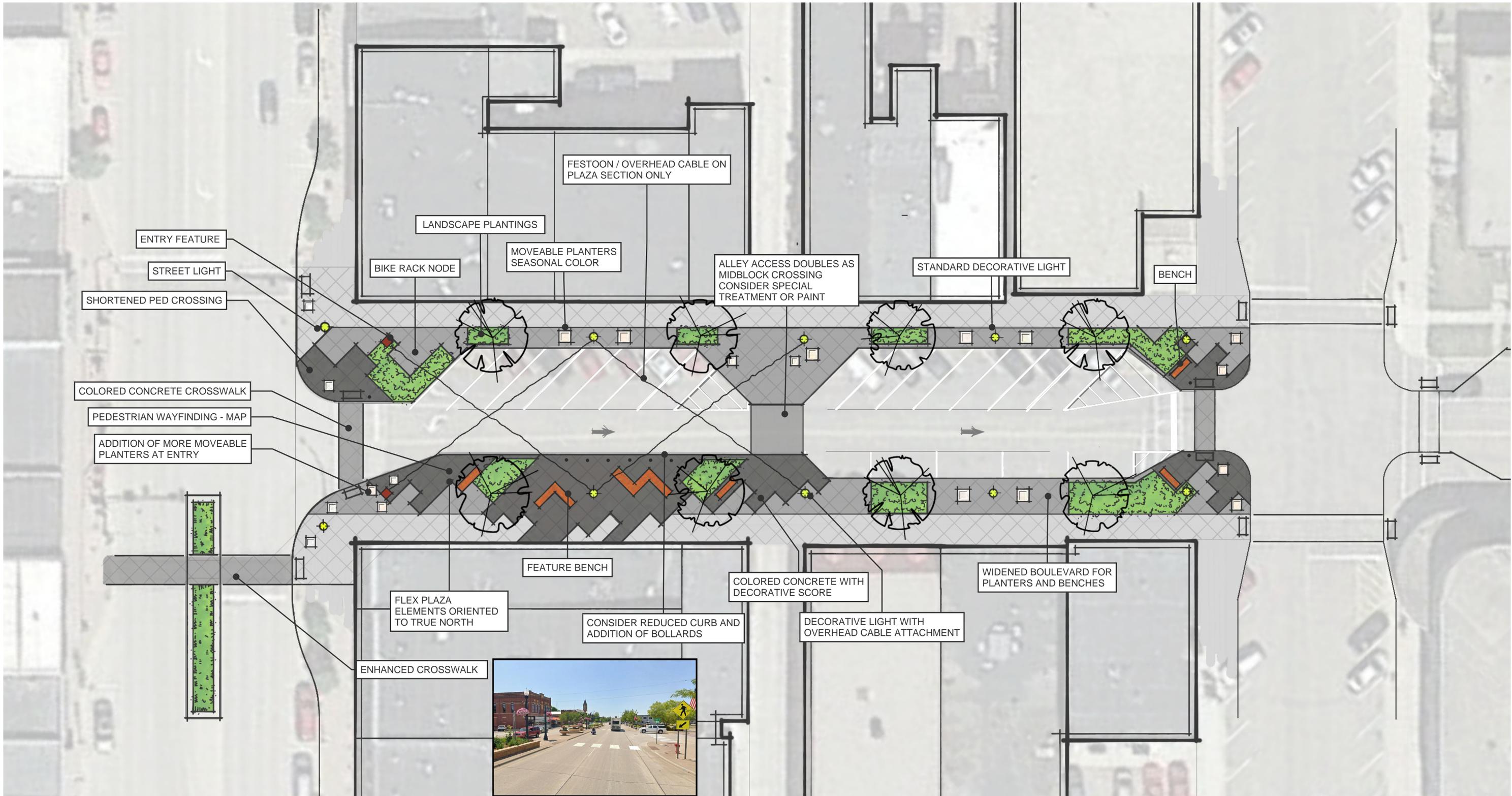
PLAZA FEATURE BENCH - Wood & Steel



STREETSCAPE PLANTER - Steel



BOLLARD - Cast Aluminum

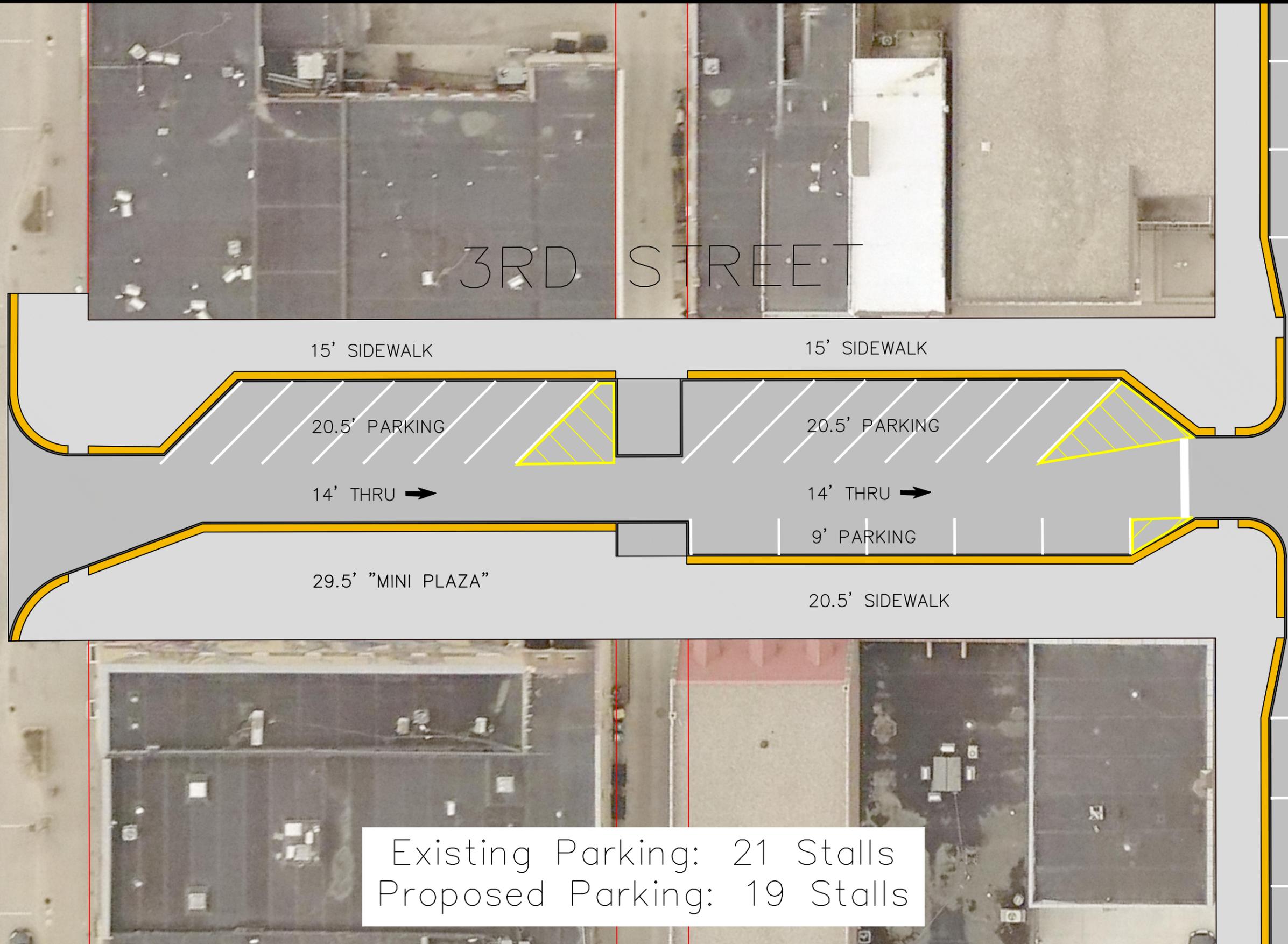


# 3RD STREET IMPROVEMENTS DRAFT CONCEPT DESIGN

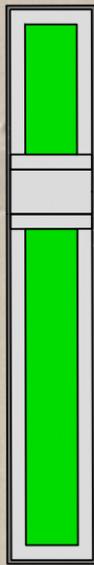




WEST MAIN STREET



Existing Parking: 21 Stalls  
 Proposed Parking: 19 Stalls



DESIGNED BY: J.L.D.	DATE	REVISIONS	INIT.
DRAWN BY: J.L.D.			
Item 3.			
N.T.S.			

**MARSHALL**  
 ENGINEERING DEPARTMENT  
 344 WEST MAIN STREET  
 MARSHALL, MINNESOTA  
 56258

CONCEPT LAYOUT  
 N. 3rd Street (Main St. to Lyon St.)

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
 DATE \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

CITY PROJECT NO. ST-009	DATE 6/3/2022
STATE AID PROJECT NO.	SH Page 18