

# **Conducting Bicycle and Pedestrian Counts: Volunteer Training**

*Adapted from a presentation by Mn/DOT  
Bicycle and Pedestrian  
Counting Initiative*

# Defining Bicyclists and Pedestrians



## Bicycles:

All pedal powered vehicles:  
tandems, recumbents, 3  
wheelers, tag-alongs, trailers



## Pedestrians:

**Walkers:** people on foot

**Assisted:** skaters, segways,  
wheelchairs, strollers,  
crutches, scooters, children  
being carried, individuals  
walking a bicycle, and people  
using other assistive devices

# How to Use the Count Form

## City of Saint Paul Bicycle and Pedestrian Count Form

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Screen Line Location (see attached map): \_\_\_\_\_

Start time: \_\_\_\_\_ End time: \_\_\_\_\_

Weather (temperature/conditions): \_\_\_\_\_

### Instructions:

- Count all bicyclists and pedestrians crossing your screen line.
- A person crossing both screen lines is counted once on each sheet. A person passing through an intersection without crossing a screen line is not counted.
- Use tally marks in groups of 5 to indicate each bicyclist or pedestrian (4 = ||||, 5 = |||||).
- Count the number of people bicycling, rather than the number of bicycles.
- If issues arise (distractions, traffic) and you lose track, make a note on the back of this sheet.

Time	Bicyclists			Pedestrians	
	Street	Trail	Sidewalk	Walking	Assisted <sup>1</sup>
4:00 - 4:15					
4:15 - 4:30					
4:30 - 4:45					
4:45 - 5:00					
5:00 - 5:15					
5:15 - 5:30					
5:30 - 5:45					
5:45 - 6:00					
<b>Total</b>					

<sup>1</sup>Includes individuals using wheelchairs, skateboards, roller blades or other devices. **Someone riding a bicycle is a bicyclist, someone walking a bicycle is a pedestrian.**

### Questions?

Please call Luke Hanson at 651-266-6146

- ▶ Complete all of the fields on the form.
- ▶ Count all bicyclists and pedestrians crossing the screen line(s) under the appropriate categories. *Make only one tally mark for each person.*
- ▶ Count for two hours in 15 minute increments.
- ▶ Count the number of people on the bicycle, not the number of bicycles.

# How to Use the Count Form

- ▶ A person crossing both screen lines is counted once on each sheet.
- ▶ A person passing through an intersection without crossing a screen line is not counted.
- ▶ Pedestrians include all people not on bicycles. Record pedestrians in wheelchairs, on skates, on scooters, or using other assistive devices as 'assisted.'
- ▶ Do your best when traffic volumes are high or people talk to you. It is easy to lose count. Do your best, but make a note if you lose track.

**City of Saint Paul Bicycle and Pedestrian Count Form**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Screen Line Location (see attached map): \_\_\_\_\_

Start time: \_\_\_\_\_ End time: \_\_\_\_\_

Weather (temperature/conditions): \_\_\_\_\_

**Instructions:**

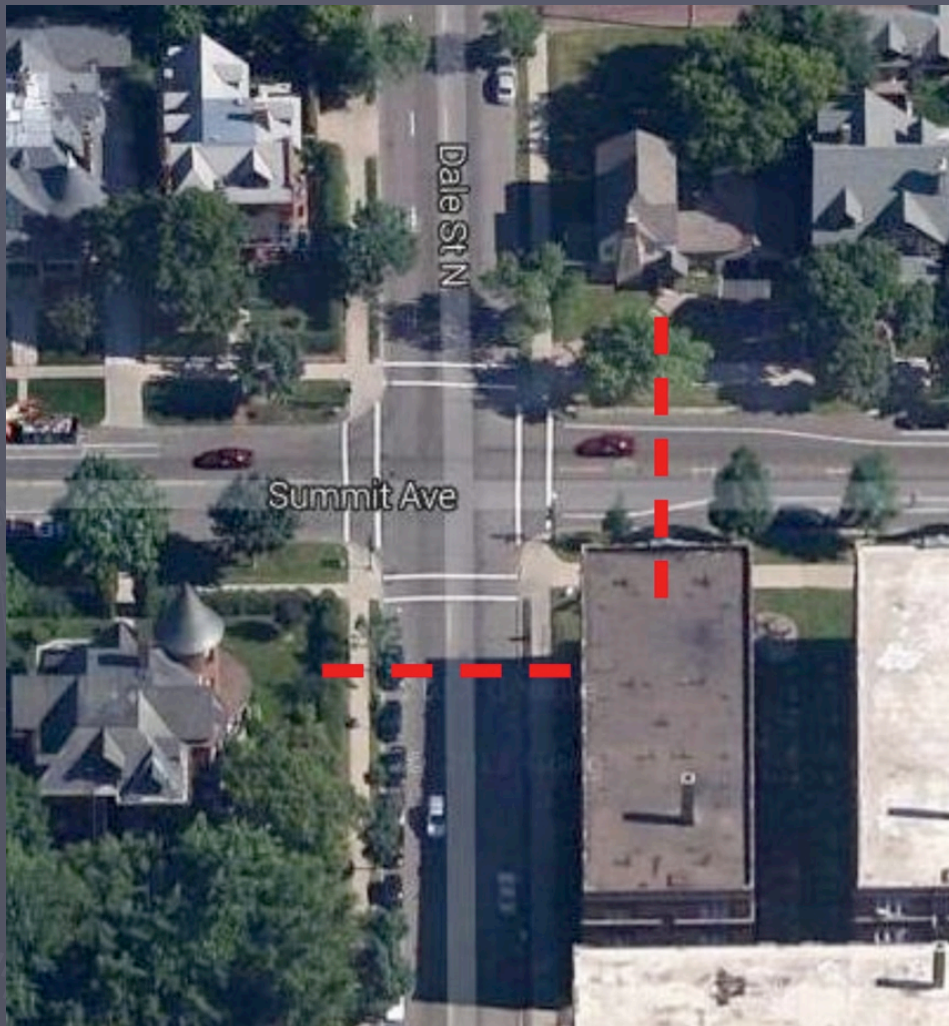
- Count all bicyclists and pedestrians crossing your screen line.
- A person crossing both screen lines is counted once on each sheet. A person passing through an intersection without crossing a screen line is not counted.
- Use tally marks in groups of 5 to indicate each bicyclist or pedestrian (4 = ||||, 5 = |||||).
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5:30 - 5:45					
5:45 - 6:00					
<b>Total</b>					

<sup>1</sup>Includes individuals using wheelchairs, skateboards, roller blades or other devices. **Someone riding a bicycle is a bicyclist, someone walking a bicycle is a pedestrian.**

**Questions?**  
Please call Luke Hanson at 651-266-6146

# What is a Screen line?



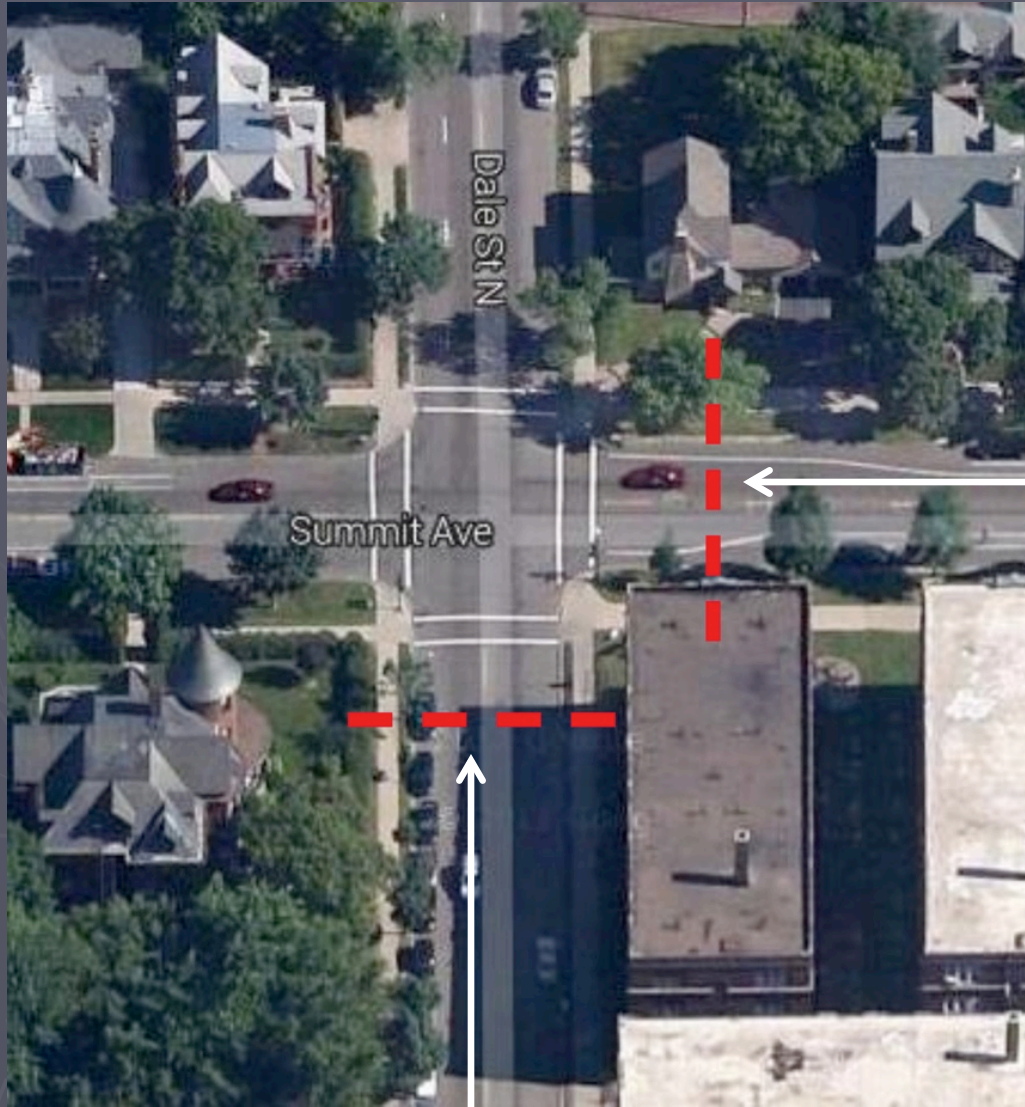
**Imaginary line perpendicular to street crossing sidewalks, street and trails**

**All persons who cross screen line biking or walking are counted**

**Use safe, consistent location for observation where all screen lines can be seen**

**Keep one count sheet per screen line (two screen lines in the example shown = two sheets)**

# Screen line Naming Format

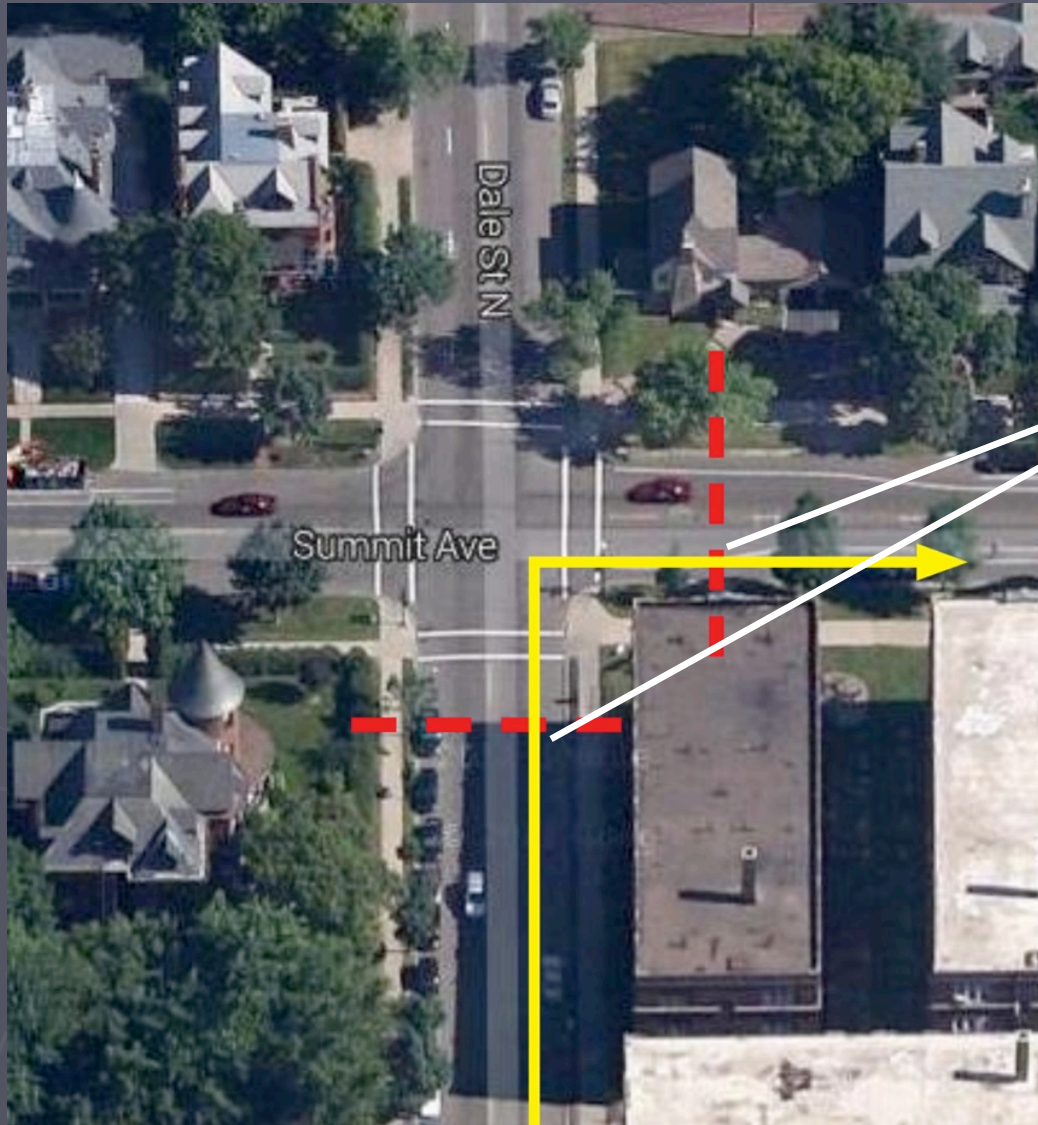


**Location ID #3:  
Summit Ave and Dale Street  
(2 screen lines)**

**Summit Ave east of Dale St**

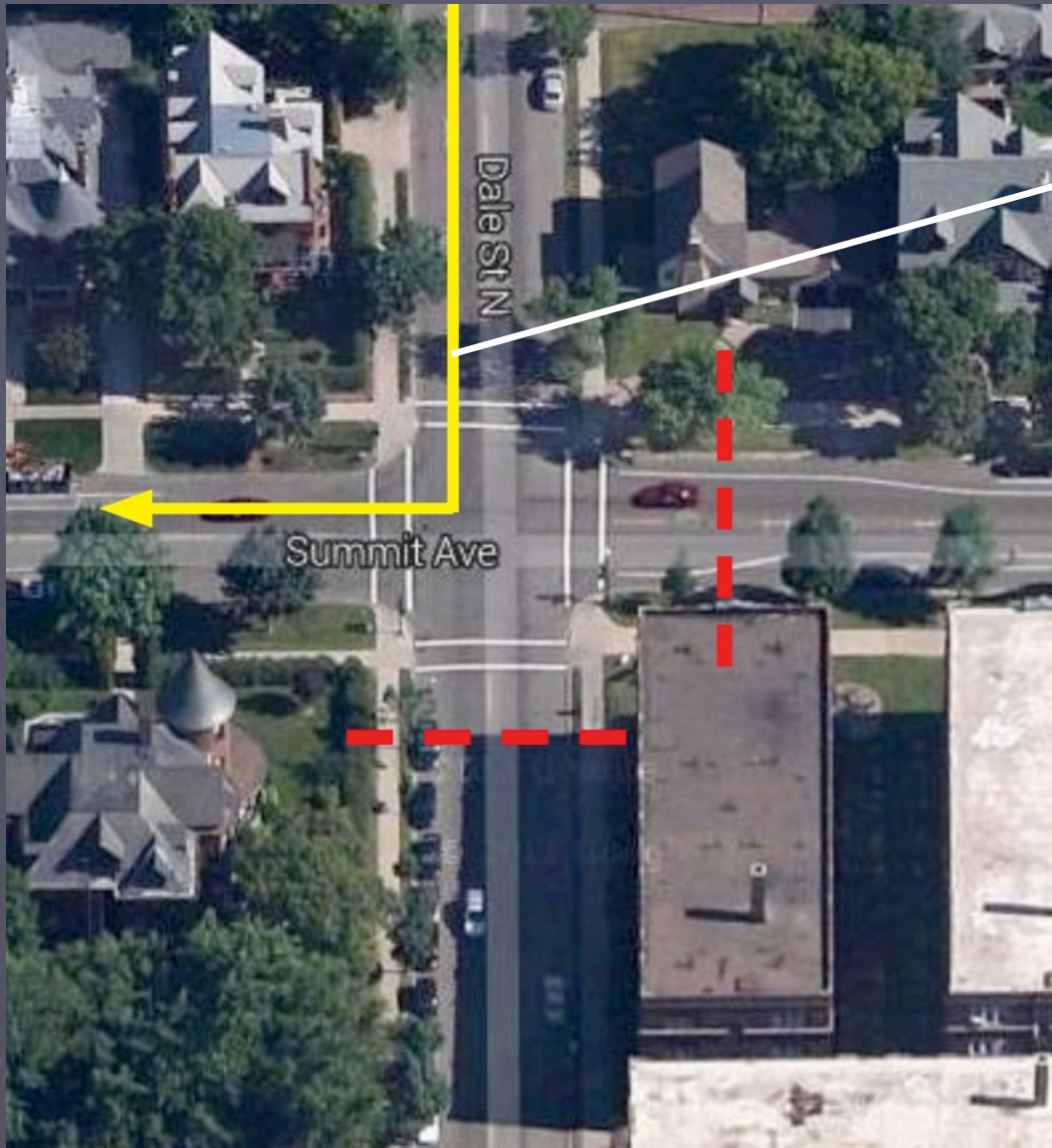
**Dale St south of Summit Ave**

# Counting Across Screen Lines



A person crossing both screen lines is counted once on each sheet

# Counting Across Screen Lines



A person passing through an intersection without crossing a screen line is not counted



# Example of Count Tallies



# Example 1



**One bicyclist riding in the street**

Time	Bicyclists			Pedestrians	
	Street	Trail	Sidewalk	Walking	Assisted <sup>1</sup>
4:00 - 4:15	1				
4:15 - 4:30					

# Example 2

One using an assistive device (wheelchair)



Two Pedestrians

Two pedestrians, one assisted

Time	Bicyclists			Pedestrians	
	Street	Trail	Sidewalk	Walking	Assisted <sup>1</sup>
4:00 - 4:15					
4:15 - 4:30					

# Example 3



Two using assistive devices (strollers)

Four pedestrians

Four pedestrians, two assisted

Time	Bicyclists			Pedestrians	
	Street	Trail	Sidewalk	Walking	Assisted <sup>1</sup>
4:00 - 4:15					
4:15 - 4:30					

# Example 4



**Five bicyclists riding on the sidewalk**

Time	Bicyclists			Pedestrians	
	Street	Trail	Sidewalk	Walking	Assisted <sup>1</sup>
4:00 - 4:15					
4:15 - 4:30					

# Example 5



Four pedestrians and two bicyclists

Time	Bicyclists			Pedestrians	
	Street	Trail	Sidewalk	Walking	Assisted <sup>1</sup>
4:00 - 4:15					
4:15 - 4:30					

# Safety

- ▶ Your counting locations represents a “transportation work zone”
- ▶ Safety is your primary concern - do not take risks
- ▶ Wear high visibility colors
- ▶ Do not interfere with traffic flow
- ▶ Contact count manager with questions

# How to Interact with the Public

## ▶ Counter must

- Maintain focus on counting
- Explain politely what he or she is doing and reasons for count
- Note if count interrupted
- Provide person interrupting with print information about count (see example)



# What to do if there is bad weather or an emergency

- ▶ If bad weather – hard rain, thunderstorms and lightning, or tornado warnings or watches – stop count, note time on form, and go to safe place; report to manager as soon as possible.
- ▶ If emergency – call 911 as appropriate, and contact count manager as soon as possible. Document emergency on forms.

# Questions?

## Contact:

Luke Hanson

[Luke.hanson@ci.stpaul.mn.us](mailto:Luke.hanson@ci.stpaul.mn.us)

Thank you for volunteering!