

# 2025 Pedestrian/Bicycle Count Instructions

Please review these instructions and the forms before going to the count site.

## Count Preparation

Please bring:

1. These instructions
2. The 2025 Count Form
3. Location map (to confirm where you should be counting)
4. Clipboard (or hard magazine/book and clip to attach forms)
5. Pen or pencil and a spare
6. Watch or phone to record 15-minute intervals
7. Optional: snacks, water, folding chair (whatever you need to be comfortable!)

It is best to arrive at the site 10-15 minutes before the count period.

Once you've arrived:

- Find a safe location to conduct the counts.
- Try to stand/sit so you are out of the way of people on the sidewalk.
- Make sure you can see the entire area or intersection you are counting.

If people ask what you are doing, here's a sample response:

"I'm counting people walking and bicycling for the Dutchess County Transportation Council. The information will be used to better understand where and how many people walk and bike."

If they have more questions, refer them to Emily (see work email and phone below).

Please reach out to Emily if you adjust your location or encounter any issues.

After completing your counts, email/mail your forms **within one week**.

Emily Dozier

[edozier@dutchessny.gov](mailto:edozier@dutchessny.gov)

Work: (845) 486-3615

Cell: (845) 625-9909 (for count-related emergencies only)

## Form Instructions

Fill in your name, date, start/end time, and count location (for help see: <https://www.dutchessny.gov/Departments/Transportation-Council/Docs/Google-Maps-Screenshot.pdf>).

Count bicyclists and pedestrians **each time they cross your screenline or go through the intersection** using the categories on the form.

- Count for two hours in 15-minute increments.
- **Count the number of people** (ex: 2 people on a bike = 2 bicyclists; a person with a kid in a stroller = 2 pedestrians).
- Pedestrians include people in wheelchairs or others using assistive devices, children in strollers, and people walking a bicycle.
- Count people using other human-powered devices under "Other human-powered."
- Count e-bikes separately from traditional bikes, if you can (see photo).
- Count people using electric/motorized scooters or other devices (not motorcycles) under "Other electric/motorized."
- For **intersections**, count people that cross through the intersection (using the crosswalk or not). Count bicyclists crossing through the intersection **or riding on the sidewalk around the corner**.
- Don't worry about what direction people are walking or cycling.
- Add an asterisk (\*) for bicyclists riding on the sidewalk.
- Add an 'H' for bicyclists wearing a helmet.
- Add an asterisk (\*) for people using wheelchairs, walkers, strollers.
- Take a best guess at gender. We collect gender information because it is an indicator of perceived safety.

Electric bike vs regular bike



# Dutchess County Bicycle and Pedestrian Count Form

Name:	Date (MM/DD/YYYY):	Start Time:	End Time:
Weather:	Location (address or intersection):	City/Town/Village:	X/Y coordinates (use Google maps):

Time Period	G E N D E R	Bicyclist	E-Bike	Other electric/ motorized (scooter or other)	Pedestrian	Other human-powered (roller skates, skateboard, etc.)	Notes (observations, safety issues, anything unusual)
		<i>Add an * if riding on the sidewalk Add an H if wearing a helmet</i>			<i>Add an * if using a wheelchair, walker, or stroller</i>		
0:00 - 0:15	M						
	F						
0:15 - 0:30	M						
	F						
0:30 - 0:45	M						
	F						
0:45 - 1:00	M						
	F						
1:00 - 1:15	M						
	F						
1:15 - 1:30	M						
	F						
1:30 - 1:45	M						
	F						
1:45 - 2:00	M						
	F						
Total							