



# 2025 BIKE & PED COUNT VOLUNTEER MATERIALS



**TUESDAY, MAY 20TH - THURSDAY, MAY 22ND  
4:30 - 6:30 PM EACH DAY**

## **Volunteer Coordinator**

Olivia Lunsford

**Call/Text:** (907) 251-7248

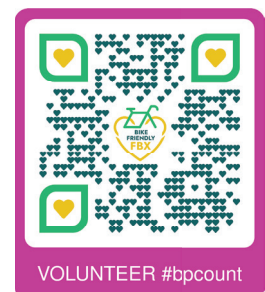
**Email:** olivia.lunsford@fastplanning.us

## **Additional Items You Might Find Helpful**

- chair
- water & a snack
- sunscreen & hat
- bug spray

## **Items to Bring for the Count**

- This packet (please print or pick up a physical copy at our office @ The Key Bank Building 100 Cushman St, Ste 205)
- Pen/pencil
- Clipboard or something to write on top of
- A timekeeping device
- Something hi-viz! Be seen.



[sign-up for a site!](#)



# TECHNICAL DETAILS

Each site will only have one volunteer. Please arrive at your count site about 15 minutes early to prepare your site before the count starts. Position yourself where you will be safe & have visibility of all points of origin at the intersection. Be aware of your surroundings.

## BEFORE YOU BEGIN

1. Record the background information at the top of the count form(s)
2. Make note of NORTH, as well as the intersecting roads you're positioned at on your count forms (if you are unsure of your orientation, please mark a few landmarks in the margin of your form to help orient us later)

## CONDUCTING THE COUNT

Simply place a mark for each passing bicyclist or pedestrian on the form. You need to place your mark that shows the direction of travel from the point of origin.

For **pedestrians**, record them with a tick mark (e.g., |||)

If a **bicyclist** is **wearing a helmet**, record them with a filled in circle (●).

If a **bicyclist** is **not wearing a helmet**, record them with an empty circle (○).

*[SEE EXAMPLE ON NEXT PAGE]*

## ADDITIONAL DETAILS

- People in wheelchairs should be counted as "other" (make a note in the margin)
- Children in strollers should be counted as "other" (make a note in the margin)
- If there are multiple people on one bike, count the people, not the bike
- People using rollerblades, skates, skateboards, scooters or other non-motorized means should be counted as "other" (make a note in the margin)
- People walking bicycles should be counted as bicyclists
- If someone passes completely through your intersection multiple times, count them each time
- **Mark the box that represents the person's point of origin to the intersection.**

**EXAMPLE:** If a bicyclist who is wearing a helmet enters the intersection from the south & makes a right turn heading east, put a filled in circle in the lowest right bicyclist box.



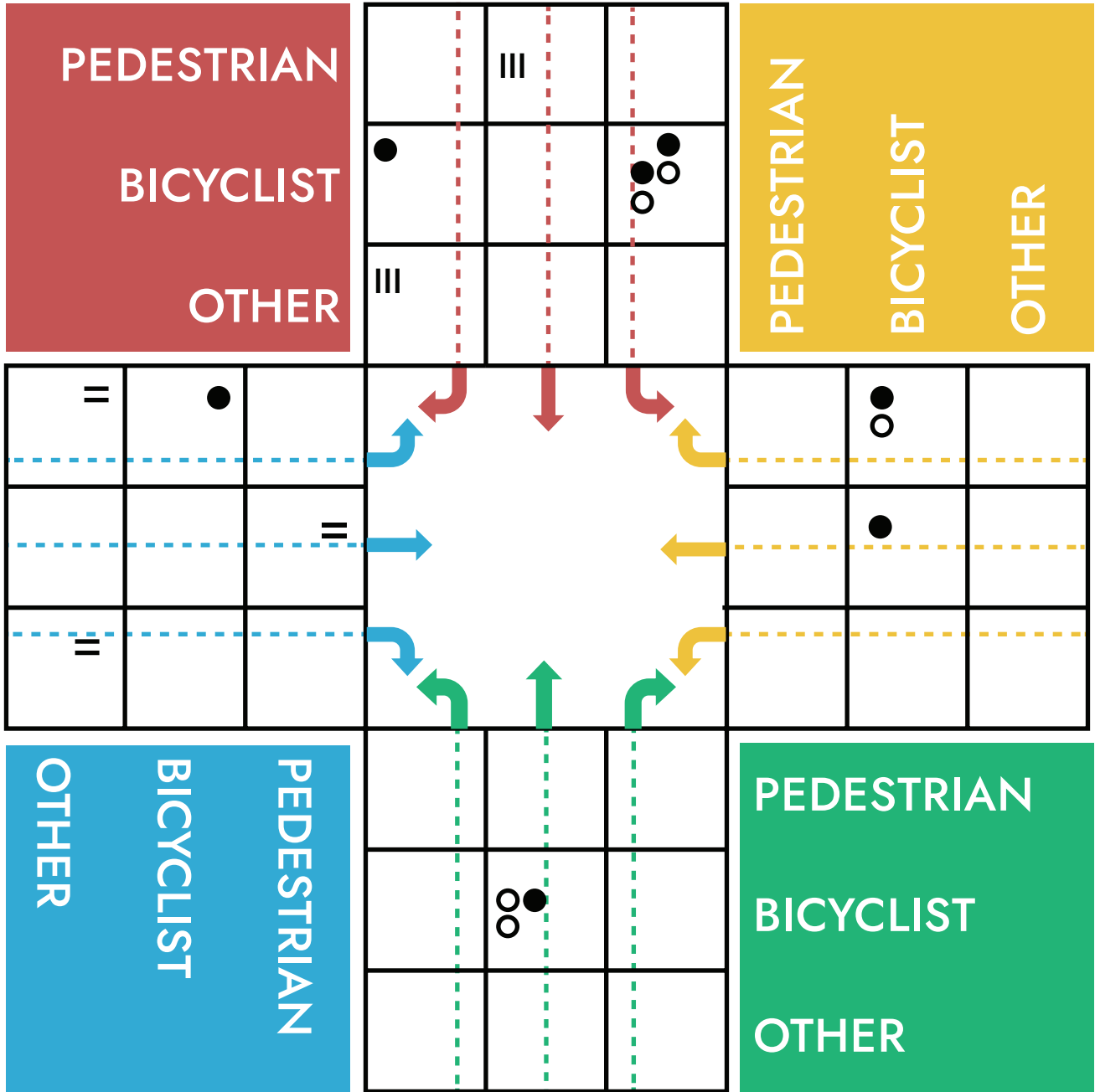
# HOW TO FILL OUT THE FORM



STREET: University Avenue

STREET: Geist Rd

STREET: Johansen Expwy



STREET: University Ave

# YOUR TURN!

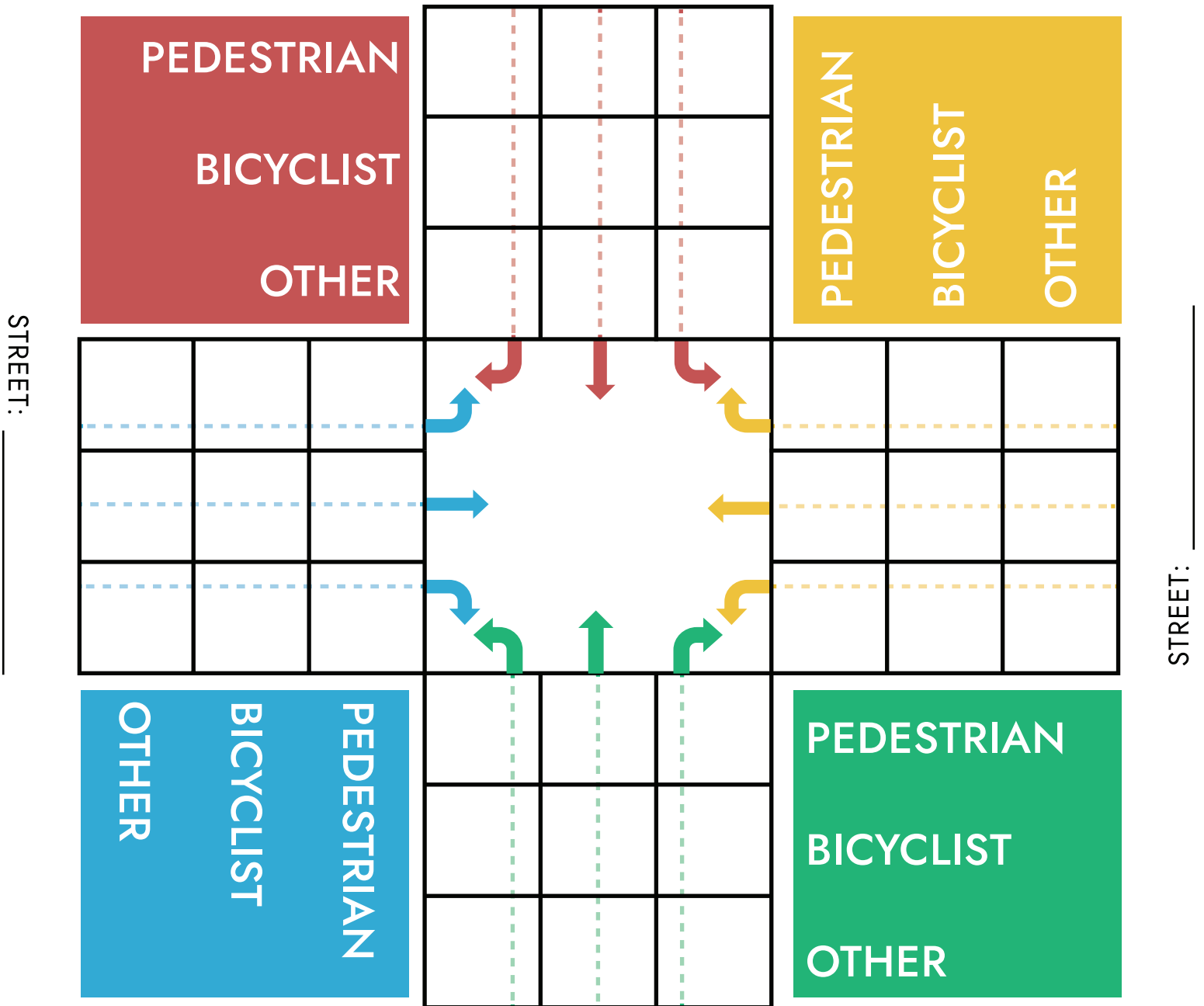
NAME: \_\_\_\_\_ LOCATION: \_\_\_\_\_ / \_\_\_\_\_  
north/south road east/west road

DATE: 05/\_\_\_/2025 START TIME: PM \_\_\_\_\_ END TIME: PM \_\_\_\_\_

WEATHER/CONDITIONS: \_\_\_\_\_ (fair, sunny, rainy, cold/slippery, gravel, etc.)

- Count all pedestrians crossing completely through the intersection under the appropriate categories
- Count for 2 consecutive hours; continue on next page if you run out of room
- Use one intersection graphic the whole time if you can

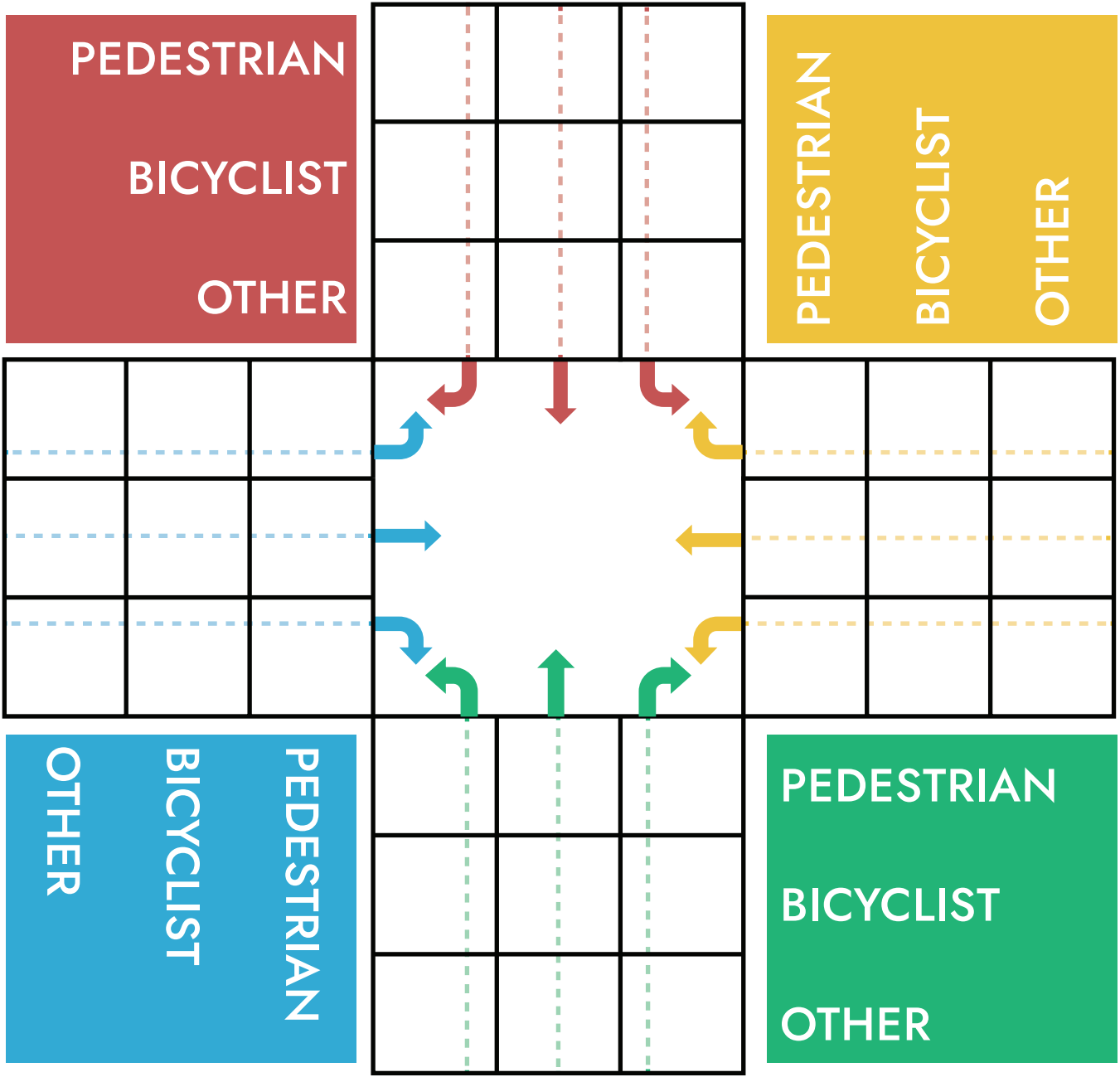
STREET: \_\_\_\_\_



STREET: \_\_\_\_\_

**CONTINUED...**  
**(here if you need it)**

STREET: \_\_\_\_\_



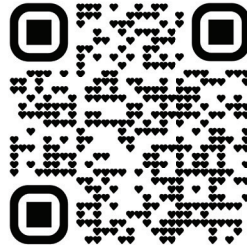
STREET: \_\_\_\_\_

STREET: \_\_\_\_\_

STREET: \_\_\_\_\_

Please return your completed count forms to FAST Planning  
as soon as you can by:

- scanning this QR Code and following the steps to submit through Google Forms



- scanning/photographing & emailing forms to [olivia.lunsford@fastplanning.us](mailto:olivia.lunsford@fastplanning.us)
- texting olivia photos at (907) 251-7248
- mailing them or dropping them off to:  
FAST Planning  
100 Cushman Street, Suite 205  
Fairbanks, Alaska 99701



If you cannot make it to your shift please let us know as soon as possible so that we can find a replacement in time. It is critical to future planning efforts that our count data is consistently obtained for the entire count period.