

# **Policy Learning and Political Context: Analyzing Responses to Colorado's Extreme Flood Events of 2013**

Principal Investigators : Deserai Anderson Crow and Elizabeth Albright  
Key Personnel: Lydia Lawhon and Elizabeth Koebele

## **Master Codebook for Documents**

### **Q1. Community name**

Boulder  
Longmont  
Lyons  
Estes Park  
Loveland  
Evans  
Greeley

### **Q2. Document # (1, 2, 3....)**

#### **Q2a. Comments regarding codability: chose one of the following:**

No mention of floods (then don't code document)  
Document has already been coded  
No substantive material to code (e.g., an agenda with vague topics)  
Codable document (code document)  
Missing document (or some other problem)

### **Q3. Name/title of document.**

### **Q4. Date of document**

### **Q5. Who wrote the document? (Drop-down menu)**

Mayor  
City/Town Council  
City manager  
Government staff (general)  
Government staff--transportation  
Government staff---public works (water, sewer, electricity)  
Government staff---planning, land use  
Government staff---economic development/business  
Government staff---historic preservation/art/culture  
Government staff---emergency response, fire  
Government staff---parks, open space  
Flood recovery working group/task force (ie made up of citizens,

businesses, staff, etc., formed for purpose of flood recovery)  
FEMA  
Federal agency (general)  
State agency (general)  
External consultant  
University/Academic  
NGO  
Public/citizens  
Other

**Q5a. Fill in Other from Q5**

**Q6. Type of document (Drop-down menu)**

Minutes from meeting  
Agenda from meeting  
Recovery goals/objectives/plans/guidelines/strategies  
Public input/comment summary  
Specific project report (e.g., creek restoration)  
Alternative analysis  
Scientific/technical report  
Budget  
Land use plan/map  
Floodplain map  
Other

**Q6a. If Other in Q6, describe type of document**

**Q7. Primary topic of document (Drop-down menu)**

Budget  
Damage assessment  
Debris removal  
Waste water management (sewers, wwtp)  
Drinking water  
Electricity/Gas/Power utilities  
Transportation  
Creek restoration  
Housing/residential  
Historical preservation/art/culture  
Businesses/economic development  
Emergency response  
Land use planning/zoning  
Other

**Q7a. If Other, type Other primary topic**

**Q8. Secondary Topic (same list above)**

**Q8a. If Other, type Other Secondary topic**

**Q9. Tertiary Topic (same list above)**

**Q9a. If Other, type Other Tertiary topic**

**Q10. Does the document summarize or mention a specific meeting? (Yes/no)**

*If yes, go to meeting worksheet. (CommunityName Meetings)*

*If no, go to Q14.*

*Type in Community name and document # in columns 1 and 2 in meeting worksheet.*

**Q11. What is the name of the meeting?**

**Q11a. What type of meeting is discussed in the document? (Drop-down menu)**

Internal community staff meeting (general)

City council/elected official meeting

Meeting with other communities staff/officials

Appointed board/commission meeting (e.g., open space, utility, etc.)

Meeting with FEMA or other federal officials

Meeting with state officials

Public meeting

Recovery working group/task force meeting

Other

**Q11a.1. Type in Other from Q11a.**

**Q11b. What were the date(s) of the meeting(s)?**

**Q11c. Was this meeting already coded in a previous document? *If yes, type in document number and stop coding.***



**Q11d. What was the primary topic of flood-related discussion in the meeting?**

- Budget
- Damage assessment
- Debris removal
- Waste water management (sewers, wwtp)
- Drinking water
- Electricity/Gas/Power utilities
- Transportation
- Creek restoration
- Housing/residential
- Historical preservation/art/culture
- Businesses/economic development
- Emergency response
- Land use planning/zoning
- Other

**Q11d.1. If Q11d is Other, list primary topic of meeting.**

**Q11e. Who led/facilitated meeting?**

- Government staff
- Elected government official
- State agency staff
- Federal agency staff
- Resident
- NGO
- Other

**Q11e.1. If Q11e is Other, fill in who led meeting.**

**Q11f. Who attended the meeting? (list all that apply)**

- Government staff
- Elected government official
- State agency staff
- Federal agency staff
- Residents
- NGO
- Other

**Q11f.1. Fill in for Other from Q11.f.**

**Q12. Did public participation or input occur as part of meetings? (Yes/no)**

*If no, go to Q13.*

**Q12a. How many community members (non-staff) were in attendance at the meeting?**

**Q12b. Describe mode of public participation**

- Input collected via Internet form/town website
- Input collected via survey (email, phone, or mail)
- Unsolicited input from residents via emails, phone calls, letters
- Input from residents via social media, fb, twitter
- Resident input at meeting (eg., speaking at city council meeting)
- Input collected at public meeting  
(purpose of meeting to collect info from residents)
- Deliberative/collaborative process of stakeholders, residents
- Other

*[if more than one is true, drop down a line in the spreadsheet and use drop down for additional participation types]*

**Q12b.1. Fill in Other from Q12b.**

**Q13. Did the community disseminate information to the public as a part of the meeting? (yes/no)**

**Q13a. What topic of information was disseminated?**

- Utilities update (sewer, water, power)
- Transportation update (e.g., road closures)
- Temporary sheltering
- Housing information
- School information
- FEMA reimbursement
- Volunteers/volunteer opportunities
- Budget
- Specific project update (e.g. Creek restoration project)
- Land use plans
- Floodplain maps
- Flood risks
- Other

**Q13a.1. If Q13a was Other, type in topic of information disseminated.**

*Return to Main coding page to continue coding risk, policy change and learning questions.*

**Q14. Was the document produced after the flood? (yes/no), if no, do not code rest of document.**

**Q15. Does the document mention risk, likelihood, frequency, chance or severity of past, current or future flooding, including changes in floodplain maps (yes/no)? (if no, go to Q16)**

*If yes:*

**Q15a.1. Does the document include modifications or discussion of modifications of floodplain maps (yes/no)?**

**Q15a.2. Does the document describe a meeting to discuss floodplain maps specifically? (yes/no)**

**Q15a.3. Does the document describe a study specifically relevant to floodplain maps? (yes/no)**

**Q15a.4. Does the change in floodplain map INCREASE the area of the floodplain? (yes/no)**

**Q15a.5. What year frequency is the floodplain map?**

5 year flood

10 year flood

50 year flood

100 year flood

500 year flood

1000 year flood

**Q15a.6. What is the geographic extent of the floodplain map revision?**

- Street
- Neighborhood
- Stream corridor
- Area of community (e.g., southside of town)
- Whole community

*If the document is ONLY a floodplain map with no text, stop coding here.*

**Q15b: Does the document mention FREQUENCY (risk, chance, likelihood) of flooding (yes/no)?** *If no, skip to Q15c.*

**Q15b.1. If yes, copy statement/sentence discussing frequency.**

**Q15b.2. To what timeframe does the frequency apply:**

- Past
- Current
- Near future (next 10 years)
- Moderate/Far future (> 10 years)
- 100 year flood
- 500 year flood
- future time not specified

**Q15b.3. Does the document mention INCREASING frequency (risk, chance, likelihood of flooding)?**

**Q15.b.3.a. If yes, copy statement/sentence discussing increasing frequency.**

**Q15b.4. Does the document refer to a source (scientific study, expert, etc.) when mentioning increasing frequency?** *If yes, list source in Q15.b.7.*

**Q15b.4.a. List source from Q15b.4.**



**Q15c. Does the document mention flood SEVERITY (extent of flooding, severity of damages) (yes/no)? (Examples include statements as, “the flood was the most severe in decades”)** *If yes, copy statement/sentence discussing severity in Q15c.1. If no, go to Q16.*

**Q15c.1. Copy statement discussing flood severity.**

**Q15c.2. To what time frame does the SEVERITY apply:**

- Past
- Current
- Near future (next 10 years)
- Far future (> 10 years)
- 100 year flood
- 500 year flood
- future time not specified

**Q15c.3. Does the document explicitly mention INCREASING severity [yes/no]?** *If no, skip to Q16.*

*If yes, copy statement/sentence discussing INCREASING severity (increasing geographic extent of floodplain qualifies as increasing severity) in Q15c.3.a*

**Q15c.3.a. Copy statement/sentence discussing increasing severity.**

**Q15c.3.b. Does the document refer to a source of information (scientific study, expert, etc.) when mentioning increasing severity (yes/no)?** *If yes, list source in Q15.c.3.b.1.*

**Q15c.3.b.1 Source of increasing severity**

- Community Staff
- Academic/Scientist
- Consulting firm
- County
- State of Colorado
- FEMA
- Other federal agency
- Non-governmental organization
- Business/For-profit
- Other

**Q15c.4. Type in relevant comments not covered in risk section.**

**Q16. Does the document mention a CAUSE of flooding (yes/no) [examples include: climate change, landuse planning, etc.]?** *If no, type no and skip to Q17.*

*If yes, type yes and answer following:*

**Q16a. List the cause(s) of flooding.**

**Q16b. List the geographic extent of discussion of cause**

Road/Highway  
Neighborhood  
Portion of community (e.g., southside)  
Community  
River basin  
Region in Colorado (e.g., Front Range)  
State of Colorado

**Q16c. Does the document refer to a source of information (scientific study, expert, etc.) when mentioning cause of flood? *If yes, list source in Q16c.1.***

**Q16c.1. List information source of cause.**

**Q17. Does the document mention a scientific study that directly stems from the flood (yes/no) Examples include floodplain mapping study, social survey study, ecological study, etc. etc. ?** *If there are mentions of multiple studies, please add an additional entry (row) for each study, answering the following questions (17a-17e).*

*If yes:*

**Q17a. Who requested the study?**

Community  
University  
Consulting or private firm  
An NGO or non-profit  
State of Colorado  
FEMA  
Other federal agency  
Other  
Not mentioned/unclear

**Q17b. Who conducted the study?**

Community  
University  
Consulting or private firm  
An NGO or non-profit  
State of Colorado  
FEMA  
Other federal agency  
Other  
Not mentioned/unclear

**Q17c. Who funded the study?**

Community  
University  
Consulting or private firm  
An NGO or non-profit  
State of Colorado  
FEMA  
Other federal agency  
Other  
Not mentioned/unclear

**Q17d. List the type of study**

Infrastructure  
Floodplain  
Ecological health of stream corridor  
Human health  
Economic, social well-being (human)  
Other

**Q17e. Describe purpose of the study.**

**Q18. Does the document mention any goals or objectives in recovery processes?** *(if no, go to question 19) If there are mentions of multiple goals, please add an entry (row) for each goal, answering the following question.*

**Q18a. List goals/objectives.**

**Q19. Does the document mention a CHANGE in flood-related policy, plan or program in response to the flood?** *If yes, go to Q19a, if no go to Q20*

**Q19a. List/Describe flood-related policy change.**

**Q20. Does the document mention a NEW flood-related policy or program in response to the flood?** *If yes, go to Q20a, if no go to Q21*

**Q20a. List/Describe new flood-related policy, plan or program.**

**Q21. Does the document mention a policy/project/program that focuses on restoration to pre-flood conditions?**

**Q21a. Discuss policy/project/program.**

*If there are mentions of multiple new or changed policies, please add an entry (row) for each policy/change, answering the following questions (Q22a-).*

*If Q19, and Q20 are no, skip to question Q23.*

**Q22. Is the change/new policy listed in a previously coded document? If yes, list document number and skip to Q23.**

*If no, answer the following question regarding the new or changed policy.*

**Q22a. Has the policy been adopted (yes/proposed/discussed/no)?** (If yes, answer questions Q22b-Q22f).

YES = policy has been adopted & is in place

PROPOSED = a formal proposal has been submitted to X for consideration (often, proposal is included as a separate document)

DISCUSSED = someone suggested or informally commented about a possible policy in the future (e.g., a comment recorded in the minutes of a meeting)

NO = a policy was proposed and rejected

**Q22b. If yes, when did the change occur (month/year)**

**Q22c. In what sector did the change/new policy occur?**

Public works/infrastructure (water, sewer, wastewater, utilities)

Transportation

Open space/parks/trails

Planning/Land-use plans

Flood plain management/mapping

Housing

**Q22d. What department/governing body adopted the change?**

City council

Mayor

City manager

Flood task force

City government: infrastructure/public works

City government: open space/parks/trails

City government: planning

City government: Housing

City government: human services

Other

**Q22e. Does the content of the change include:**

Change in floodplain map

Change in landuse plans

Change in building codes

Change in natural gas/oil development

Increase in open space

Decrease in open space

Redesign of trails

Redesign of parks

Stream/Creek corridor restoration

Redesign of transportation system

Change in water infrastructure location (location of pipes)  
Change in water infrastructure (e.g., wwtp modifications, wider pipes)  
Purchase of land in floodplain  
Buyout of homes in floodplain  
Buyout of business in floodplain  
Other

**Q22f. What was the motivation of the change (if discussed in document)?**

**Q23. Does the document mention discussion of previous policies or lessons learned from the flood? (yes/no) If yes, go to Q18e.**

**Q23a. Copy sentence/statement about lessons learned. If quotation is too long, describe discussion.**

**Q24. Does the document mention a failure or weakness of a former flood-related policy or program?**

**Q24a. If yes in Q24, describe the policy failure.**

**Q25. Does the document mention any new/change institutions/structure of governance? (yes/no). If no, skip to question Q26.**

**Q25a. Describe change in institutions.**

New department  
New task force  
New staff position  
Reorganization of city governance structure  
Other

**Q26. Does the document mention any new/change in information strategy to communicate with the public? (yes/no). If no, skip to question Q26.**

**Q26a. Describe change in information strategy.**

**Q27. Does the document mention any change in relationships/networks with nearby communities or county? (yes/no) [Examples include new memorandum of**

*understandings between communities, joint grant projects, meetings with other communities, etc.]*

**27a. Describe change in relationship/network.**

**28. Does the document mention any change in relationships/networks with State of Colorado? (yes/no)** [*examples include state government officials on task force, meeting/networks with government officials, memorandum of understanding with state government, etc.*]

**28a. Describe change in relationship/network.**

**29. Does the document mention any change in relationships/network with federal government? (yes/no)** [*examples include federal government officials on task force, meeting/networks with government officials, etc.*]

**29a. Describe change in relationship/network**

**30. Does the document mention any change in relationships/network with non-governmental organizations? (yes/no)** [*examples include new partnerships with NGOs, joint grant writing, NGO representation of task force, etc.*]

**30a. Describe change in relationship/network**

**31. Does the document mention any change in relationships/network with residents/public? (yes/no)** [*examples include residents on task force, residents working as volunteers, etc.*]

**31a. Describe change in relationship/networks**

**32. Any comments on document that haven't been coded.**