



US Army Corps
of Engineers
Philadelphia District

**Tookany Creek Flood Damage Reduction Feasibility Study
Cheltenham Township, Montgomery County, PA
Project Delivery Team (PDT) Meeting
23 July 2012 10:00-12:30**

MEETING NOTES

Introduction of Participants: See Attached Sign-In Sheet

Comments from Non-Federal Sponsor: Bryan Havir commenced the meeting welcoming the participants and outlined guidelines for the format of the meeting. The meeting is the initial kickoff meeting for the project work group and comments should be limited to the work group members to ensure an efficient and effective meeting.

Project Manager Updates: Erik Rourke reviewed the meeting agenda with participants and then delivered a presentation (attached) on the planning process the Corps will use for the remainder of the study. The Corps uses a six step planning process on all its projects. For the Tookany Creek project, Phase 1 of the project aligns with Steps 1-3 and a portion of Step 4. Phase 2 of the project will complete Steps 4 through 6.

Transparency and public involvement are key components of this project. To help facilitate the distribution of information on the project, the Corps created a publically accessible website. The maximum extent possible, the website will contain the latest available information on the status of the project. The website is <http://www.nap.usace.army.mil/Projects/tcw/index.htm>. [Discussion followed on ensuring the language regarding the study area is clear to minimize any misunderstandings on the project scope.]

Because of the complexities of the project, the work group should not assume that the Corps is aware of an existing study or other data element. It is better to verify that the Corps is aware of an issue to ensure the components are incorporated into the analyses.

Request was made from TTF to include the Pennsylvania Environmental Council on the working group. Both USACE and Cheltenham Township concur with this request.

Discussion on Public Meeting Requirements and Logistics: The group discussed the benefits of conducting a public meeting in order to gain additional historical information on the existing conditions throughout the community. Commissioner Sharkey requested that the Corps conduct site visits to each of the impacted neighborhoods to visualize the problem and discuss issues with a neighborhood leader. Deb Forman provided a listing of neighborhoods and points of contact for nine areas as part of Floodside.

Result of discussion:

- Postpone Public Meeting until late September/October (Deb Forman will coordinate with Floodside)
- Corps to develop data collection checklist and provide to work group (Due 7/27)
- Cheltenham and Floodside with gather information from checklist and forward to Corps (Due 8/17)
- Corps to coordinate site visits after reviewing data submission (early September)
- Public Meeting to discuss analysis of data collection and H&H Modeling (October)

Hydrology and Hydraulics Study Plan: Mike Bartles presented information on the study plan for the hydrologic analysis and described the decision process to use the GSSHA (Gridded Surface and Subsurface Hydrologic Analysis) software. The presentation highlighted the capabilities of using GSSHA such as incorporating Low Impact Development (LID) such as green roofs or rain barrels.

It was clarified that the hydrologic analysis will encompass the entire watershed while the hydraulics analysis will focus on the streams within Cheltenham Township. The Corps requested that Cheltenham Township prioritize the streams and identify any areas that do not present existing flood problems. This will aid the Corps in prioritizing resources and potentially focusing funding on areas other than hydraulics.

Review and Update Project Management Plan: Additions to the work group roster will be added to the PMP. No other changes discussed.

Establish Meeting and Reporting Schedule/Format: Future public meetings will take place in the evening. Work group meetings will occur during the day and utilize teleconferencing to the maximum amount. The next meeting will occur in mid-August. The Corps will forward a “Doodle Request” to the group to evaluate a date. Additional information to follow.

MEETING SIGN-IN SHEET

CHELTENHAM TOWNSHIP AND ARMY CORPS OF ENGINEERS

Monday, July 23, 2012

10 a.m.

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