



**Tookany Creek Flood Damage Reduction Feasibility Study
Cheltenham Township, Montgomery County, PA
Project Delivery Team (PDT) Meeting
24 August 2012 11:00-12:00**

MEETING NOTES

Introduction of Participants:

At Cheltenham Township:

Bryan Havir
David McVeigh-Schultz
Pat Duffy
Drew Sharkey
Nicole Vangen
Mike Flemming

At USACE

Erik Rourke
Mark Eberle
Shaan Penmetsa
Bob Selsor
Bob Moore
Mike Bartles
Deb Forman
Tom McHugh
Doug Leatherman
Glen Stevens

Comments from Non-Federal Sponsor: No specific opening comments provided.

Project Manager Updates: Erik Rourke reviewed the meeting agenda with the participants and then provided the following project updates:

- ✓ All of the action items from the previous meeting have been completed.
- ✓ The web page is updated based on the comments received.
- ✓ The next big step for the group is to schedule and conduct the neighborhood visits.

Communication Plan Development (Erik Rourke) – Erik Rourke provided an overview of the draft communication plan. The intent of the communication plan is not to stifle communication, but to establish procedures to ensure consistent and timely responses to inquiries concerning the project. It was requested that all questions and answers be shared with the entire group to ensure the broadest range of visibility on all issues. No additional comments were provided on the communication plan and it was recommended to finalize the plan and post on the project webpage.

Update on Citizen Data Collection: Deb Forman provided a summary on the data collection forms received to date. Ms. Forman's records indicate 46 questionnaires received. The Corps records only indicate 25 received. Ms. Forman and Erik Rourke will coordinate the discrepancies to ensure the Corps is in receipt of all the completed questionnaires.

Several citizens expressed concern over privacy issues with the questionnaires and do not want the information shared with the Township. Erik Rourke explained that the Township is a partner in the project and is typically involved in data analysis. Bryan Havir indicated it was acceptable by the Township to not receive copies of the questionnaires.

Hydrology and Hydraulics Study Plan: Mike Bartles provided an update on the development of the hydrologic model using the GSSHA (Gridded Surface and Subsurface Hydrologic Analysis) Model. Mr. Bartles is working with adjacent communities to obtain storm sewer infrastructure information to assist with the model development. Additionally, the Corps has high quality elevation data, some rain gage information and stream gage data from the 1970s (with a relatively short record). Model development is progressing according to schedule. Review of the questionnaires and the upcoming neighborhood visits will aid in calibrating the model. Cheltenham Township will provide the rainfall data from their gages.

Schedule Neighborhood Visits: Deb Forman will coordinate with the Floodside Block leaders to develop a schedule visiting 9 neighborhoods. To accomplish this many visits, the team will need to spread the visits over several days. It was requested that the team consider holding some of the visits on a Saturday to maximize citizen participation.

Review and Update Project Management Plan (Erik Rourke) – No changes to the project management plan.

Closing Remarks (All) – Request made to post the levee inspection factsheet on the project website.