City of Aberdeen

Weekly Activity Report

March 29 – April 4, 2026

I. City Hall
   A. Department of Finance
   B. Department of Planning and Community Development (DPCD)
   C. Department of Public Works (DPW)
      1) City Engineering & Administration
      2) Maintenance Division
      3) Water/Wastewater Plant Operations
   D. Human Resources Department

II. Aberdeen Police Department (APD)
   A. APD Calls for Service
   B. Weekly Traffic Report
   C. IT
   D. Accreditations
   E. Administration

I. City Hall

A. Department of Finance

Weekly Update

Receipts for the week were:

1.	General Fund	$ 614,519
2.	Capital Projects Fund	0
3.	Water & Sewer Funds	216,488
4.	Stadium Fund	0
	Total	$ 831,007

Disbursements for the week were:

1.	General Fund	$ 58,689
2.	Capital Projects Fund	0
3.	Water & Sewer Funds	82,866
4.	Stadium Fund	0
	Total	$ 141,555

Significant Receipts:

1. Police Tax Differential $356,944
2. State Aid for Police Protection $127,318

Significant Disbursements:

1. N/A

B. Department of Planning and Community Development (DPCD)

The following activities and actions took place this week:

- Ms. Ward finished reviewing and updating older building permit files under "H" and "I." She is currently working on "J" to ensure accurate descriptions and to correct or add any missing year information.
- Ms. Ward completed the 3-Year Comparison Report for March 2024-2026.
- Mrs. Horne attended a meeting with Watchtower Brewery and the Aberdeen Chamber of Commerce to discuss the Tower Rocks event being hosted on June 6, 2026, at Festival Park.
- Ms. Ward participated in the Harford Leadership Academy class and visited the Harford County Circuit Court. This class focused on discussing the powers and duties of judges in the Circuit and District Courts, along with meeting and hearing from both a prosecutor and a defense attorney.
- Mrs. Horne attended a meeting with the Aberdeen Chamber of Commerce regarding the Taste of Aberdeen event, which is happening on April 8, 2026, at the Aberdeen Activity Center.
- Ms. Ward prepared a spreadsheet for Planning Commission members with their list of proposed sidewalk connectivity recommendations for the next Planning Commission meeting on April 9, 2026.
- Ms. Ward worked on last week's weekly report and posted it on the City's website.
- Mrs. Cromwell and Ms. Ward worked on permits.

Building Permits:

Permits Processed – Residential

Address	Type	Value of Construction
907 Playfair Terrace	Solar	$29,190
727 Sagebrush Loop	Deck	$11,980
845 Forgans Dr	New SFD	$253,000
117 Edmund St	Fence	$3,112
100 Bush Chapel Rd	Fence	$13,000
42 Liberty St	Solar	$26,973
521 Windemere Dr	Solar	$31,806
Total: 7		$369,061

Permits Processed – Commercial

Address	Type	Value of Construction
11 Locust Alley	Interior Alterations to create restaurant & apartment	$150,000
Total: 1		$150,000

Permits Issued this Week:

Address	Type	Value of Construction
119 W Bel Air Ave	Tenant Fit-Out - Ninja Gym	$10,000
721 Sagebrush Loop	Screened in deck	$50,000
117 Edmund St	Fence	$3,112

100 Bush Chapel Rd	Fence	$13,000
3618 Sweet Allie Ct	Deck	$16,680
928 Avon Dr	Deck	$9,000
Total: 6		$ 101,792

Plans still under review at DILP and/or Health Department:

100 Rock Glenn- exterior and interior reno; 18 N Howard St – Northside Creamery; 1255 Loflin Rd – Cell tower modifications; 650 McHenry Rd – Tenant Fit-Out Aberdeen Primary Care; 758 W Bel Air Ave – Tenant Fit-Out Premium Nine Dispensary; 3738 Churchville Rd Ste A&B – Tenant Fit-out-Honey Dip Diner; 303 Mt Royal Ave – Deck; 404 S Philadelphia Blvd – repair fire damage; 487 Roberts Way – Convert garage into living space; 502 Pulaski Hwy – New Auto Dealership;218 W Bel Air- addition/renovation; 1102 S Philadelphia Blvd – Tiltwall Shell Warehouse; 629 S Philadelphia Blvd – ALLROADS addition

The Preserve at Gilbert Meadows:

176 Total lots

Total # of Permits Applied for – 168.

Total # of permits released: 160 (83 SFD/77 TH)

Total # of Type I Certificates of Occupancy released - 17.

Total # of Type II Certificates of Occupancy released - 136.

Aberdeen Overlook

344 Total Lots

Total # of Permits Applied for – 248.

Total # of permits released: 230 (74 SFD/156 TH)

Total # of Type I Certificates of Occupancy released – 13.

Total # of Type II Certificates of Occupancy released – 186.

C. Department of Public Works (DPW)

1. City Engineering & Administration

SUBDIVISION & LAND DEVELOPMENT ACTIVE CONSTRUCTION:

- 21-03 Gilbert Meadows – Townhome construction continues. Site is in compliance. Meeting held with developer to discuss remedy for alligatored asphalt on Golden Rose Way. Developer was notified about missing covers on Sagebrush Loop.
- 22-05 Aberdeen Overlook – Community Center and house construction continues in Phases 2, 4, 5. 5 Pre-start and 6 WM inspections conducted. Site is in compliance.
- 23-02 Fields of Aberdeen – Building construction continues. Site is in compliance.
- 24-02 WashX – Building construction ongoing. Site is in compliance.
- 24-05 Goddard School – Building construction continues. Site is in compliance. As-Built for public utilities received under review.
- South Rogers Street – Stella installing services to new gas main on S Rogers Street when weather allows.
- DXI installation of water services on Jennifer Lane continues. Water tie-in on Brenda Lane @Roberts Way complete.

CITY ENGINEER PROJECT UPDATE:

- Gilbert Meadows – ESC inspection. In compliance. Home and townhome building continue in phases A-C. Sediment controls weekly inspections. Builder pre-start inspections for lot 0. Water vault inspections for lot 0. Use and Occupancy inspections for lots 27 and 39.
- Aberdeen Overlook – ESC inspection. In compliance. Home and townhome construction continues in phases 2, 4 & 5. The community center construction is on-going. Pre-start inspection for lot 0. U&O Inspection for lot 0. WM inspections for lot 0. Sediment controls weekly inspections. Builder pre-start inspections. Water vault inspections. Use and Occupancy inspections.
- Fields of Aberdeen – ESC inspection. In compliance. Completed report. Lots 2-12, 14 - 28, 72 - 94, & 30-60 are complete. Lots 62-70 are under construction. Sediment controls weekly inspections.
- Goddard School – ESC inspection. In compliance. Building construction of the school continues. Water/Sewer as-built inspection completed.
- Wash X – ESC inspection. In compliance. Building construction continues.

FY2026 CURB, SIDEWALK, AND STREET RESURFACING

- Aberdeen Hills concrete – Areas of curbing and sidewalk were marked out that DXI is responsible for to replace.
- FY27 HUF concrete replacement areas have been marked out.

SWM

- 9 facilities from FY24 failing due to Hoa accountability (Windemere) pending legal action.
- 1 facility failing from FY25 (Windy Hill Business Park) pending contractor correction. Contractor expects corrections to be completed mid-March.
- 15 facilities from FY26 pending minor maintenance.
- New facilities from Ripken Youth Baseball Academy and Fieldside Grande pending final completion and acceptance. SWM Maintenance Agreement submitted for City signatures.

CITY COMPLIANCE

- 11 calls, 8 emails, 41 active & 3 closed cases - followed up on 8 cases, 4 letters sent. 48 Sewer Cap Inspection Letters sent.
- Daily routine and follow-up inspections.
- 17 Market St - sewer lateral failed smoke test sent letter to property owner. (2nd notice sent 2026-02-05) (Contact with homeowner on 2026-02-24) Not completed.

- Sewer Cap letters have been completed and sent out; residents have been informing us that they are getting the letters and working on repairing sewer caps. On going.
- 114 Philadelphia Blvd Code Compliance called BG&E for an update when gas line will be cut & capped for demo, waiting to hear back for a date. In progress.
- 217 Carol Ave - property owner asked for an additional week. Code Compliance agreed to 2026-04-17 to have property cleaned up. In progress.
- Smoke testing letters have been sent out. Some property owners have responded and will follow up. In progress.
- 700 Maxa Rd - Code Compliance sent out a final notice letter for tying into city sewer. One certified mail and one regular mail. In progress.
- 378 Stratford Ave – Code Compliance received a complaint of a property owner having a goat in their yard. A letter was sent to the property owner. In progress.
- 679 Everist Dr - police requested code compliance to come to property for hoarding/livability concerns. In progress
- 783 W. Bel Air Ave (Days Inn) – upper concrete walkway collapsed. Code Compliance met with owner and Architect David Stoker and informed them to get a Structural Engineer to inspect the building. Six (6) rooms, three upstairs and three on the ground floor have been cordoned off.

GIS

- Completed water meters consolidation between Beehive and ArcGIS Online and updated IDs.
- Fetch Beehive data for water connections and append new features to ArcGIS online.
- Follow up with Beehive technical person to get Geo notes and Water valve data.
- Added Water Latera data from Beehive to ArcGIS online.
- Working on utility data back up at SQL Server Management Studio.
- Update IBD layer for Aberdeen Zoning application.

ASSOCIATE ENGINEER

- No Report

DPW ADMIN. ASSISTANT

- Processed 3 invoices totaling $12,758.88.
- Entered 0 requisitions.
- Issued no permits.
- Revised all 2026 flyers for website. Moved 110 DPW documents from website to G drive for future use. Created a log of items that need fixed on DPW website. Met w/ Parley and Costa to further discuss changes to DPW website. Created new post for 2026 Fire Hydrant Flushing under News & Announcements on website. Created new contacts page for DPW on website. Researched flag cases for E. Ward. Replied to 3 bulk p/u request emails. Began reading about GovStack (new website management) to help prepare for the transition from CivicPlus. Compiled WAR report.

2. Maintenance Division

BUILDINGS & GROUNDS

- Responded to 23 service requests.
- Provided chipper service for 7 residents.
- Continued Parks/playgrounds cleanup.
- Completed shingling the roof over the methane fill station.
- Performed maintenance to the transfer-station at the DPW maintenance facility.
- Restored the water service to the Swim Club and repaired leaking service line.

STREETS & STORM WATER

- Performed roadside cleaning to 3,880 LF.
- Replaced a Temp roadway patch at W. Bel Air Ave. and Beards Hill Rd. with 2.5 tons of hot asphalt mix.
- Repaired/replaced a 10 LF section of curbing using 1.25 CY of concrete.
- Making repairs to the storm drain crossing Michael Lane.
- Checked 200 storm drain inlets and cleaned 28 removing approx. 220 LBS of debris.

WATER & SEWER

- Provided traffic control support for contractor to install the water service to the Train Station.
- Repaired a 2” water main leak to the Windemere Lift station.
- Performed test pitting on the access road to Windemere Lift station for future work.
- Cleaned 3,061 LF of sewer main and cctv inspected 1,790 LF.

FLEET

- Scheduled Repairs: 4
- Emergency: 4
- Services: 2 APD: 1
- Unit 35 – DPW Dump truck – sent out for VGT issue. (Needs wiring harness)
- Unit 42 – DPW air compressor for jack hammers – In house – does not start.
- Unit 62- APG Vactor Truck – Sent to MIT with several issues.
- Unit 84 – APG Pump Truck – Sent to MIT for pump issues.
- Unit 37 – DPW backhoe- sent out to have leaking cylinders rebuilt.

MANPOWER

- 2 opening in Maintenance. 1 opening in Environmental.

3. Water/Wastewater Plant Operations

WASTE WATER TREATMENT PLANT

- COA WWTP treated 13.1 million gallons. Mar. 26th to April. 1st.
- APG WWTP treated 2.9 million gallons. Mar.26th to April.1st.
- Prepared denite filters 1-3 for media replacement project.
- Lab countertop project started.
- UV preventative maintenance.
- Stations generator checks.
- Ayers welding installed new grit unit cabinet.

WATER TREATMENT PLANT

- COA WTP treated 4.3 million gallons. Mar.26th to April. 1st.
- APG WTP treated 6.4 million gallons. Mar.26th to April. 1st.
- 2 bacteriological samples.
- Northeast Standpipe southern corrosion completed the interior inspect and cleaning. Bacteriological sample collect and tank was placed back in-service.
- Station generator checks.

DEPARTMENT

- Three operator vacancies. One facility worker vacancy.
- 1 after-hour service calls.

SUPERINTENDENTS

- 20 APG contract hours.
- Completed water capacity development survey for MDE.

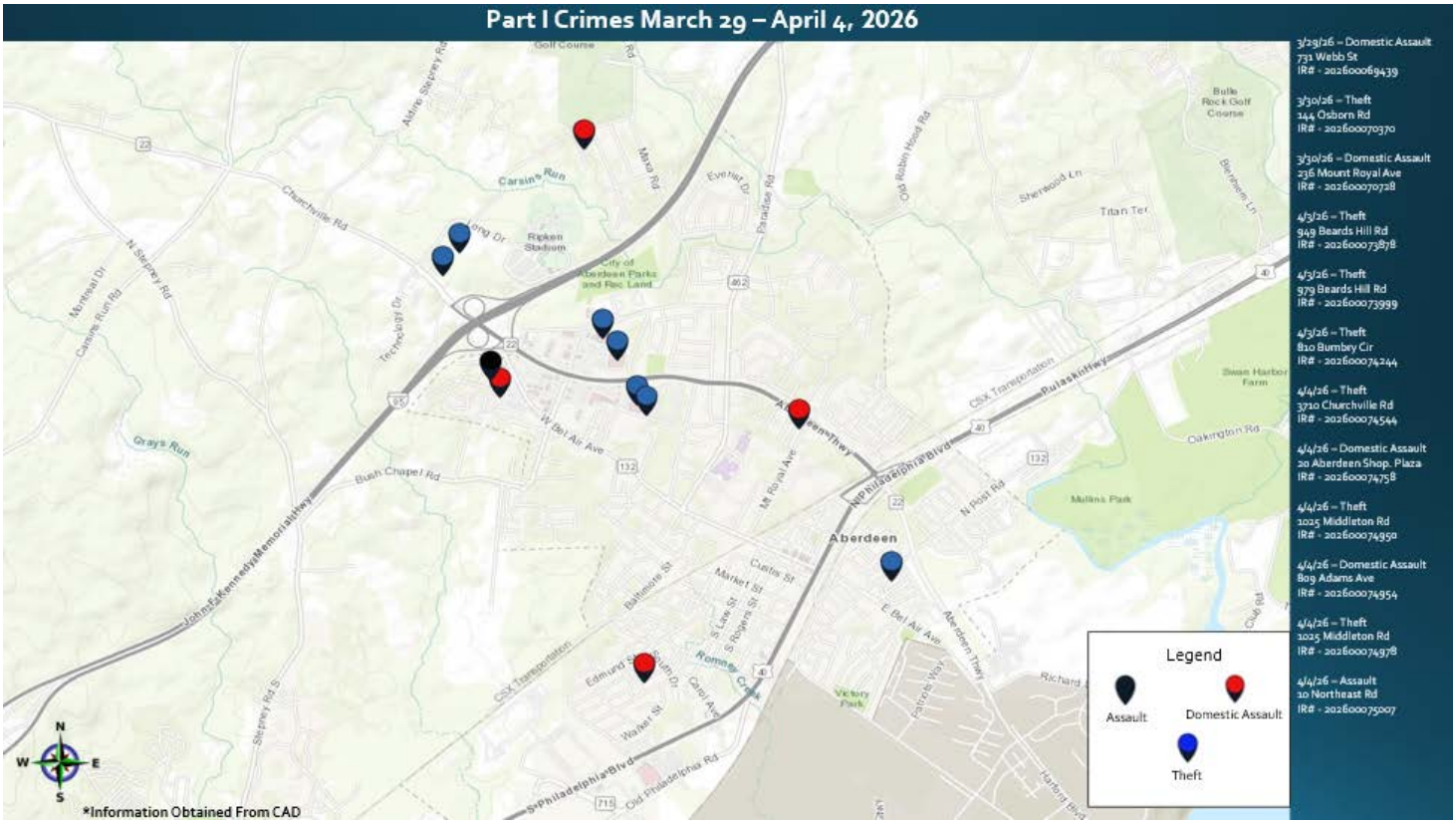
D. Human Resources Department

Current Openings – 14 total

- APG Maintenance Shop – 1 -Foreman, 1 Maintenance Worker
- DPW Maintenance Shop – 2 - Maintenance Workers
- Environmental – 1 Driver
- W/WW – 2 Operators, 1 Facility Worker
- APD Sworn – 4 Officers
- APD Non – Sworn – 1 Crossing Guard
- DPW Admin – 1 Director of Public Works

II. Aberdeen Police Department (APD)

A. APD Calls for Service



APD Calls for Service
March 29 – April 4, 2026
Total Call for Service/Events Works - 638
Patrol Checks – 151
Community Policing Detail – 32
Foot Patrols – 84

Eastern District Incidents

- Child Abuse – 1
- Assault – 1
- Theft – 1
- Fugitive - 1

Central District Incidents

- DUI - 3
- Assault – 1
- Disorderly - 1
- Fugitive – 3

Western District Incidents

- Trespassing – 2

- Unattended Death – 2
- Disorderly – 1
- Assault – 4
- Fugitive – 2
- Counterfeit Money – 1
- Theft – 6
- Missing Person – 1
- DUI - 1

Arrest March 22 - 28, 2026

Adult Arrest

202600063601	3/22/2026	Trespassing
202600065469	3/24/2026	Warrant/CDS
202600065633	3/24/2026	Trespassing
202600067159	3/26/2026	Theft
202600063485	3/26/2026	Disorderly
202600068156	3/27/2026	Disorderly
202600068404	3/27/2026	Public Intoxication
202600063241	3/28/2026	Assault
202600063661	3/28/2026	Neglect of a Minor
202600060858	3/28/2026	Assault

Juvenile Arrest

202600063485	3/22/2026	Assault
202600068015	3/27/2026	Assault

B. Weekly Traffic Report

March 29 – April 4, 2026

Traffic Stops

163 Stops/Contacts

115 State Citations

215 Warnings

6 Safety Equipment Repair Orders

3 DUI

Crashes (Reportable, PI/PD)

5 (2 Property Damage, 3 Personal Injury)

SMART (Speed Monitoring Awareness Radar Trailer)

- N/A

STATTRAK

- N/A

C. IT

- 25 Miscellaneous user/computer issues
- Daily surveillance camera check
- Daily firewall inspection and report
- Weekly PMI backup checks
- Weekly RDS maintenance
- LPR trailer deploy and configure alarms x2.
- Barracuda pricing review meeting and final scope meeting
- Global vehicle quote scope x2
- System Source contract meeting

D. Accreditations

Week of 3/29-4/4/2026

Position Management System

Processed Personnel Orders, Updated Employee List and Personnel Organizational Chart (CALEA 21.2.3)

CALEA Proofs of Compliance

Processed and filed in PowerDMS. Goal, File 20/day. Monday 18, Tuesday 6;

New and Revised CALEA Standards - Compared and began updating policies to comply.

V6.21 to v6.22 (current);	published 4/2/2025;	Compliance due 4/2/2026.
v6.22(current) to v6.23;	published 8/22/2025;	Compliance due 8/22/26.
v6.23 to v6.24;	published 11/26/2025;	Compliance due 11/26/2026.
v6.23 to v6.25;	published 3/26/2026;	Compliance due 3/26/2027.

Policies

Ch 05.11 Bias Policing – Amended to comply with v6.22

Ch 34.07 Lethality Assessment – Updating new Lethality Screening form instructions.

Accreditation Procedures

Writing instructions for locating calls for service and incident reports that comply with specific standards.

Planned for Week of 4/5-11/2026

Online Training, KnowBe4

Work on
2026 KnowBe4 Security Awareness Training - 30 minutes
2025 Social Engineering Red Flags
Insights From A Hacker: Social Engineering Red Flags
Hack Attack: Social Engineering Game
AI At Work: Use It *Wisely*
Generative AI: *Intelligent* and Dangerous?
Deepfake *Awareness*

CALEA Proofs of Compliance

Process and place in PowerDMS.

E. Administration

Administrative Corporal – Fleet

- Unit 212 – At the direction of Chief, new hub caps are being ordered by DPW. Off. Zamora was notified that the hub caps are in at DPW and to make arrangements for installation.
- Unit 243 – DPW stated all repairs have been completed. It was picked up by Ofc. Russo.
- Unit 207 – DPW rescheduled maintenance to April 27th at the request of Officer.
- Unit 238 – DPW replaced the wheel well cover.
- Requested that Ofc. Russo leave unit 201 at the station (pool car) for Sean to update the computer/Wi-Fi.
- Unit 237 – Impala – Being repaired for overheating. Has a new radiator cap because the original one fell apart into pieces at DPW. They are checking fans and relays.
- Units 240 and 205 – Received notice that EZpass is not reading the transponder. Unit 240 was provided with the adhesive strips to remount it. Unit 205 has it mounted properly. I am changing in out and will have it tested at EZpass.
- Unit 201 – Pool Car – Returned by Ofc. Russo. It will remain at APD until Sean completes evaluation of the Wi-Fi/computer issues.
- Units 212 and 207 have been rescheduled for service on April 27th. Officers were notified.
- Unit 227 – Officers were notified that this pool car does NOT have an EZpass at the moment and to only use it if they are local until it is replaced.
- Unit 237 – John called and it is still overheating. Evaluating to see if it needs a relay or a fan.
- Unit 220 – Remains at Preston Ford. The recall part is on back order, and they will call us when it is completed. It is a pool car. We will retrieve it if it is needed sooner.
- Unit 212- Hubcaps were replaced on 4/2/26.
- Unit 221 – Admin vehicle was repaired by Al Packer and will be delivered on 4/3/26.

Community Policing / Relations

- Highland Commons – Friday, May 1st Summer BBQ – APD will be in attendance and providing music. I am waiting for a response from Ofc. Saraiva to see if we could have Marco attend as well.
- Met with young man visiting from North Carolina. He requested a patch as well as information about APD. He is planning to go into law enforcement.
- Notified patrol that CSS Thomas does not have a vehicle to conduct the typical patrol checks throughout the city. Both admin vehicles are out of service.
- Mailed patch to Bishop Jenkins of Ohio.
- Created events chart and distributed it to all parties who it would impact at APD.
- Cpl. Mowery will be coordinating with Highland Commons for collection and delivery of donated bicycles for their bike event.
- Worked on the 5k Bunny run and prepared the documentation for the OPS Plan. Overtime was assigned because we did not have enough officers signing up to cover the posts.
- OPS Plan for the 5K Bunny run completed and distributed to all officers. It was also distributed to dayshift patrols to ensure they are aware in order to respond to CFS in a timely fashion.

Training

- Notified Off. Soller that I will need his scores and the number of hours for his training certifications that he brought with him. After receiving it, I will update his profile in Skills Manager.
- Emails (2) have been sent to Rachel at SARC inquiring about how the training is progressing with the SAO.

- Sgt. Hoffman was approved to attend the Critical Decision Making for Complex Coordinated Terrorist Attacks. He was directed to enroll as per the instructions. I also suggested that each squad attempt to assign a supervisor to attend, as well as forwarding the information to WWT and DPW.
- Lt. Reitz inquired about supervisor training for A/Cpl. Gerace. I found several dates available via MPCTC and responded. Pending Form 37 and official approval. Gerace enrolled in the class for July 2026.
- Officers are signing up for Spring Range Quals. I am coordinating with D/Sgt. Shoffstall, Ofc. McMeekin and Ofc. Buettner for the training aspects. Forms and folders have been printed and provided to each supervisor/trainer.

Personnel

- Skills Manager training report submitted to Major Swain for Sgt. Davis.
- Emergency contact forms continue to be updated in Skills Manager and saved on the network. Once completed, they will be forwarded to Ms. Burdette to be entered into NIBRS.
- At the direction of Captain Reiber, Skills Manager was put on the computer in the Sgts Office. While on Admin duties, Sgt. Davis will assist with entering certificates. Cpl. Mowery trained Sgt. Davis on the data entry process.
- PACE has been locked to have no additional leave approval on June 27th.

Grants

- Notified that the Gun Violence Reduction Grant application was received ($25,000 requested – maximum). No Update.
- Initiated LETS grant application for “War of 1812” team-building training. No Update.
- Submitted MCIN grant application ($40,000 requested – maximum). No Update.

Miscellaneous

- Received monthly vehicle inspection sheets from Delta Squad. Officers Wangu, Gerace, Russo, Peterson and Soller were all in need of dog leashes. The leashes were provided for each. They were directed that supervisors have access to the flares.
- Went to the EZpass office. 3 transponders are not functioning and need to be replaced. Reached out to EZpass Maryland. The Perryville Office would not exchange them at their location.
- Updated login/contact list for Admin Cpl. Saved to network.
- D/Sgt. Shoffstall was notified of the date of the Honor Guard detail required for Christmas Parade.
- Ofc. Saraiva and K9 Marco, as well as the supervisor, were notified of the Christmas Street Parade Detail. Ofc. Saraiva is on leave and Ofc. Epps was notified that he and his K9 will be marching in the parade.
- A/Cpl. Gerace is on leave on December 5th and will be unable to oversee flying the drone. Captain Reiber was notified and we will evaluate.
- Processed vehicle invoices for payment. Entered each into Excel spreadsheet to ensure no duplication.
- Assisted patrol with female 10-95 and searching.

Community Safety Specialist Rodney Thomas #554

03/30 Monday:

- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at W. Bel Air Ave for foot patrol.
- Arrived at the Train Station, which was secure and in good condition, conducted a walkthrough of the Train Station.
- Patrolled the Train Station and parking areas.
- Cleared and secured the Train Station after the cleaning crew had departed.

- Patrolled the Train Station and parking areas until the end of my shift.

03/31 Tuesday:

- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at W. Bel Air Ave for foot patrol.
- Arrived at the Train Station, which was secure and in good condition, conducted a walkthrough of the Train Station.
- Patrolled the Train Station and parking areas.
- Cleared and secured the Train Station after the cleaning crew had departed.
- Patrolled the Train Station and parking areas until the end of my shift.

04/01 Wednesday:

- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at W. Bel Air Ave for foot patrol.
- Arrived at the Train Station, which was secure and in good condition, conducted a walkthrough of the Train Station.
- Patrolled the Train Station and parking areas.
- Cleared and secured the Train Station after the cleaning crew had departed.
- Patrolled the Train Station and parking areas until the end of my shift.

04/02 Thursday:

- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at W. Bel Air Ave for foot patrol.
- Arrived at the Train Station, which was secure and in good condition, conducted a walkthrough of the Train Station.
- Patrolled the Train Station and parking areas.
- Cleared and secured the Train Station after the cleaning crew had departed.
- Patrolled the Train Station and parking areas until the end of my shift.

04/03 Friday:

- Holiday (Good Friday).