City of Aberdeen

Weekly Activity Report

February 22 - 28, 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
   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	$ 566,861
2.	Capital Projects Fund	43,009
3.	Water & Sewer Funds	468,945
4.	Stadium Fund	0
	Total	$ 1,078,815

Disbursements for the week were:

1.	General Fund	$ 615,968
2.	Capital Projects Fund	59,570
3.	Water & Sewer Funds	170,071
4.	Stadium Fund	0
	Total	$ 845,609

Significant Receipts:

1.	Income Tax	$496,071

Significant Disbursements:

1.	Payroll	$514,741

B. Department of Planning and Community Development (DPCD)

The following activities and actions took place this week:

- Mrs. Grover and Ms. Ward attended the City Council meeting on Monday, February 23, 2026, where Ordinance No. 25-O-16 Development Code Revisions and Proposed Amendments #19-31 were discussed. During the meeting, the award for the 22-18 Swan Meadow Utility Project was also granted.
- Ms. Ward is collaborating with Mr. Bishop to update information on the City's website and correct broken links, ensuring residents have accurate information.
- Mrs. Grover reviewed Proposed Amendments 1-31 to Ordinance No. 25-O-16 in consultation with the City Attorney to ensure compliance and clarity.
- Mrs. Grover completed three Public Information Requests, with Ms. Ward assisting on one of these requests.
- Mrs. Grover attended the Harford County Business Roundtable, where the Federal Reserve Bank of Richmond and the Harford County Department of Economic Development hosted the speaking event.
- Ms. Ward finalized the meeting minutes for the Planning Commission Work Session and is currently preparing the minutes from the City Council Regular Meeting. The Heritage Trust February agenda has been posted online, along with the meeting minutes from their January 2026 meeting.
- Mrs. Grover provided comments on the Landscape and Forest Conservation Plans for Cranberry Run Phase II.
- Mrs. Grover also reviewed and offered recommendations regarding parking requirements for Medifast at the property located at 100 Rock Glenn Blvd.
- Mrs. Grover prepared draft applications for federal funding and secured letters of support for both the Swan Meadows Utility Project and for federal funding for a new Aberdeen Fire Department Apparatus. These applications are currently under review by the City's Federal Lobbyist, with deadlines set for March 4, 2026, and March 13, 2026.
- The Mayor, Councilmembers, and City staff welcomed a visit from Congressman Andy Harris and his team. During the visit, they toured Swan Meadows and the Aberdeen Fire Department, discussing ongoing projects and community needs.
- Ms. Ward coordinated and booked accommodations for City Council members attending an out-of-town conference.
- Ms. Ward also participated in the Harford Leadership Academy class this week the top being on Ethical Leadership. This is a class designed to develop community leadership skills and foster collaboration among local leaders.

Building Permits:

Permits Processed – Residential

Address	Type	Value of Construction
3656 Gratitude Way	Fence	$5,000
458 Bernice Terr	Solar Panels	$ 31,000
3618 Sweet Allie Ct	Deck	$ 16,680
846 Forgans Dr	New SFD	$ 264,000
Total: 4		$ 316,680

Permits Issued this Week:

Address	Type	Value of Construction
1003 Old Philadelphia Rd	Inter alterations to create Suite 300	$350,000
842 Forgans Dr	New SFD	$275,000
909 Eleanor Dr	New Interior Unit Townhouse-Amendment	$185,000
3656 Gratitude Way	Fence	$5,000
770 Custis St	Fence	$4,310
3612 Sweet Allie Ct	Solar Panels	$29,500
458 Bernice Terr	Solar Panels	$31,000
3617 Dexter Ct	New Townhouse	$200,000
3619 Dexter Ct	New Townhouse	$200,000
3621 Dexter Ct	New Townhouse	$200,000
3623 Dexter Ct	New Townhouse	$200,000
3625 Dexter Ct	New Townhouse	$200,000
3627 Dexter Ct	New Townhouse	$200,000
3629 Dexter Ct	New Townhouse	$200,000
900 Eleanor Dr	New Townhouse	$215,000
902 Eleanor Dr	New Townhouse	$185,000
904 Eleanor Dr	New Townhouse	$185,000
906 Eleanor Dr	New Townhouse	$185,000
908 Eleanor Dr	New Townhouse	$215,000

902 Poppy Dr	Solar Panels	$25,588

Total: 20 $ 3,290,398

Amended Permits:

901 Swilken Bridge Rd – New Villa -adding deck

903 Swilken Bridge Rd – New Villa -adding deck and full bath in basement

905 Swilken Bridge Rd – New Villa -adding full bath in basement

907 Swilken Bridge Rd – New Villa -adding covered porch & bedroom and full bath in basement

909 Swilken Bridge Rd – New Villa -adding covered porch and full bath in basement

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

1255 Loflin Rd – Cell tower modifications; 650 McHenry Rd – Tenant Fit-Out Aberdeen Primary Care; 119 W Bel Air- Tenant Fit-out Ninja Gym; 758 W Bel Air Ave – Tenant Fit-Out Premium Nine Dispensary; 3738 Churchville Rd Ste A – 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 - 134

Aberdeen Overlook

344 Total Lots

Total # of Permits Applied for – 233

Total # of permits released: 219 (66 SFD/151 TH)

Total # of Type I Certificates of Occupancy released – 6

Total # of Type II Certificates of Occupancy released – 182

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:

- 07-11/09-04 North Gate Business Park – Street lights meet City requirements. Draft tri-party agreement between COPT, Harford County and City of Aberdeen provided.
- 19-07/22-09/23-01 Ripken Youth Baseball Academy – SWM Maintenance Agreement submitted 2/26/2026 for City signatures. Pending recordation. Re-Inspection report submitted to developer 2/25/2026. Corrections required.
- 22-01 Fieldside Grande – Will conduct field inspection of SWM facilities punchlist items will next week.
- 22-07 Rutter's – As-Built for Sewer Connection (SC) and SWM re-submitted per comments 2/24/2026. Awaiting As-Built RDSD 1st submission.
- 22-08 Popeye's – Middleton Holdings Lot 2 – No change. Waiting for bmp maintenance completion and SWM Maintenance Agreement to share Salvo Pond among 3 lots.
- 24-01 Aberdeen MS – As-Built Plan submitted 2/26/2024. Minor comments provided. Awaiting re-submittal.
- 24-04 Hickory Ridge Lot 4 – PWA comments sent by developer for review. SWM Maintenance Agreement to be executed.
- 25-02 Residences at Festival Square – No change. Preliminary Site Plan approved by Planning Commission. Final plan requirements will require APFO upgrades.
- 25-04 502 S Pulaski Highway – No change. Plat is being processed. Developer is preparing PWA, SWM Maintenance Agreement, ESC/SWM applications and subsequent bonds and fees. Project will begin in 2 months.
- 25-08 Chick Fil A Drive Thru – Editing PWA Draft. Plan approvals processed.
- 25-09 Cranberry Run FRP – SWM comments provided and Concept SWM approved.
- 25-10 Aberdeen XChange Lots 2 & 3 – SWM Plans submitted 2/24/2026 under review. ESC Plans submitted 2/25/2026 under review by HSCD.
- 25-11 Greenside Reserve – Phase 1A WS and RDSD under internal review. Phase 1A SWM submission 2/10/2026 sent to EN for review 2/11/2026. Phase 1B SWM submission 2/16/2026 sent to EN for review 2/17/2026. Phase 1B ESC Plan submission sent to Harford Soil for review 2/26/2026

FY2026 CURB, SIDEWALK, AND STREET RESURFACING

- Meeting held to discuss concrete replacement in the Aberdeen Hills area where new water main has been installed.

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

- 7 calls, 8 emails, 39 active & 4 closed cases - followed up on 15 cases, 6 letters sent. 31 Sewer Cap Inspection Letters sent.
- Daily routine and follow-up inspections.
- Sewer cap inspections performed . Letters prepared and being sent.
- Smoke testing letters sent out.
- 343 Carter Street – Ms Evering called and asked about City Ordinance 25-O-16. She was directed to City of Aberdeen website.
- 701 Everist Drive – Property owner obtained 30-day temporary permit for untagged vehicle.
- 80 E. Bel Air Avenue – Untagged vehicles pending.
- 128 S Parke Street – Mrs. Zimmerman, Property Owner, stated they were getting ready to repair sewer service lateral prior to the snow event and will repair pending weather.
- 17 Market Street – Contact made with homeowner on 2026-02-24. Second notice sent 2/5/2026 regarding failed smoke test.
- 80 & 82 Liberty Street – Spoke with both property owners and informed them they shared the SSL and they are both responsible for repairing the SSL. Both indicate they will seek legal action against the other.
- 700 Maxa Road – Follow up email to be sent to property owner and contractor regarding connection to public sewer.

GIS
- No report

ASSOCIATE ENGINEER
- No Report

DPW ADMIN. ASSISTANT

- Processed no invoices
- Entered 1 requisition totaling $3,207.64
- Issued no permits
- Submitted AEGIS unsafe structure notice for publication, ordered business cards for 3 city employees, ordered new cell phone for T. Holden.

2. Maintenance Division

BUILDINGS & GROUNDS
- Responded to 16 service requests.
- Performed transfer-station maintenance by hauling away spoils away.
- Repaired a hole in the fence at the water plant.

STREETS & STORM WATER
- Snow event – Plowed salted and cleaned off sidewalks.
- Installed 4 roadway signs.
- Performed roadside cleaning to 14,663 LF.
- Checked 200 Storm Drain inlets and cleared off 10 to allow water to flow.
- Repaired 11 potholes using 500 lbs. of cold asphalt mix.
- Added 1.25 tons of cold mix asphalt to temp roadway repair to bring back to grade on Paradise Rd. at Saddler St.

WATER & SEWER
- Responded to 10 Service requests.
- Repaired an 8” water main leak on West Bel Air Ave. at Beards Hill Rd.
- Performed 2 Lead Service Line inspection
- Replaced the water service at 314 Edmund St.
- Repaired a water meter leak at 674 Andrews Rd.
- 9 residential water meters are installed.
- Performed 3 sewer service tap cuts to clear the sewer main for the contractors to reline in the Shirley Dr. area.
- Cleaned 463 LF of sewer main and cctv inspected 949 LF.

FLEET
- Scheduled Repairs: 10
- Emergency: 5
- Services: 1 APD: 2
- Unit 78 APG small Dump – At Intercon for new plow.

MANPOWER
- 2 openings in Maintenance. 1 opening in Environmental.

D. Human Resources Department

Current Openings – 15 total

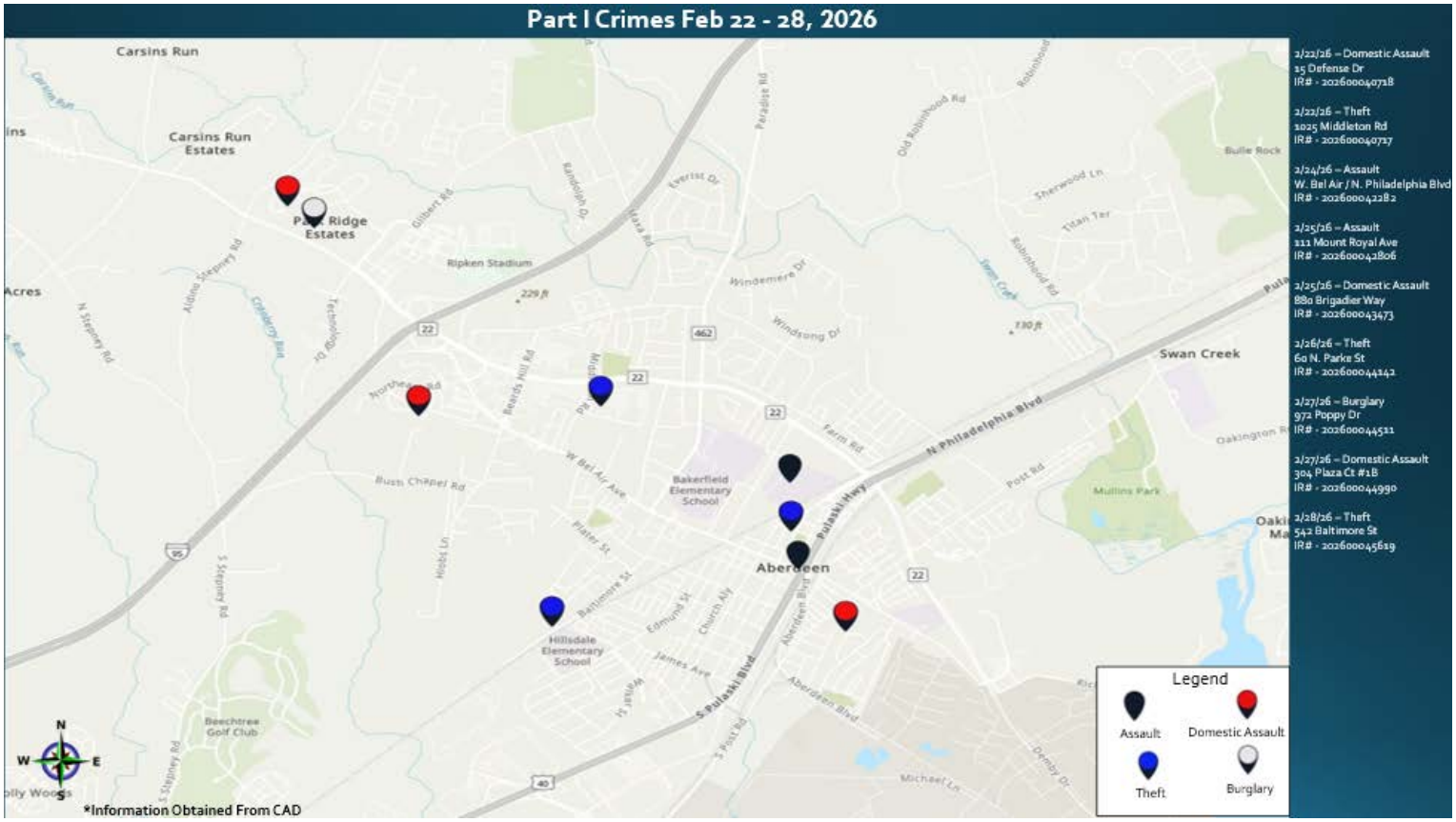
- APG Maintenance Shop – 1 -Foreman, 1 Maintenance Worker
- DPW Maintenance Shop – 2 Maintenance Workers
- Environmental – 1 Driver
- W/WW – 2 Operators, 1 Facility Worker
- APD Sworn – 4 Officers
- APD Non – Sworn - 2 Crossing Guard
- DPW Admin – 1 Director of Public Works

Payroll

Period Ending 2/21/2026	**# of Hours**	**Payroll Amts**
Regular	10,981.75	$410,773.82
Overtime	406.25	$19,593.47
Vacation	356.25	$9,425.48
Sick	726.20	$18,697.22
Personal	210.50	$5,201.79
On-Call Overtime	176.00	$8,581.63
Patrol Holiday	159.50	$6,272.34
Holiday	1,191.00	$29,620.89
Comp Time	49.00	$1,394.01
Court On-Call Overtime	60.00	$3,219.60
Call-In Overtime	154.83	$6,989.83
Shift Differential		$2,058.76
Bereavement		
Vacation Pay Out		
FTO Trainer Pay		$315.00
TOTAL PAYROLL	14,471.28	$522,143.84

II. Aberdeen Police Department (APD)

A. APD Calls for Service



APD Calls for Service
Feb 22 - 28, 2026
Total Call for Service/Events Works - 615
Patrol Checks – 130
Community Policing Detail – 1
Foot Patrols – 91

Eastern District Incidents

- Assault – 1
- Fugitive – 2
- Child Neglect - 1
- Suspicious Activity – 1
- Missing Person – 1

Central District Incidents

- Vandalism – 1
- Theft – 1
- Fugitive – 1
- Suspicious Activity – 1
- Assault – 1
- Missing Person - 1

Western District Incidents

- Fugitive – 3
- Missing Person – 1
- Unattended Death – 1
- Trespassing - 1
- Assault – 3
- DUI - 1
- Burglary – 1
- Theft - 2
- Overdose - 1

Arrest February 15 - 21, 2026

Adult Arrest

202600035074	2/15/2026	Domestic Assault
202600035153	2/15/2026	Domestic Assault
202600035992	2/16/2026	Domestic Assault
202600036048	2/16/2026	Warrant
202600032052	2/16/2026	Summons (Forgery)
202600027073	2/18/2026	Summons
202600038159	2/19/2026	Traffic
202600038616	2/19/2026	M/V Theft
202500256926	2/20/2026	Embezzlement
202600039885	2/21/2026	Rape

B. Weekly Traffic Report

February 22 - 28, 2026

Traffic Stops

225 Stops/Contacts

132 State Citations

333 Warnings

13 Safety Equipment Repair Orders

1 DUI

Crashes (Reportable, PI/PD)

4 (2 Property Damage, 2 Personal Injury)

SMART (Speed Monitoring Awareness Radar Trailer)

- N/A

STATTRAK

- N/A

C. IT

- 51 Miscellaneous user/computer issues
- Daily surveillance camera check
- Daily firewall inspection and report
- Weekly PMI backup checks
- Weekly RDS maintenance
- Front door troubleshoot with Harford alarm
- APN issue
- Attend system source monthly/services meeting

D. Accreditations

Week of 2/22-28/2026

CALEA Proofs of Compliance

Filed Proofs of Compliance to be reviewed by the CSM.

Performance Evaluations

Processed and filed.

Policies

Ch 06 Programs & Services 13 Crossing Guard Program – Revisions were approved, Requested General Order.

Planned Week of 3/1-7/2026

Compliance Services Member (CSM4) CALEA Files Review begins March 6th.

E. Administration

Administrative Corporal

- **FLEET**

  - Unit 234 – estimate received from Al Packer. Submitted for PO and authorization.
  - MVA – obtained new stickers and registration for Unit 228.
  - MVA – visited and obtained new license plates for Unit 225. Front plate was stolen or lost several years ago.
  - Key was left in mailbox. Emailed all officers to find out who/what it belongs to.
  - Distributed 14 recall notices for the B pillar replacement on patrol vehicles.
  - Received check from Ms. Liberto for retitling of the Lexus that was seized. All of the appropriate forms and check were mailed on 2/24/26.
  - Unit 215 – Repairs completed by Al Packer and returned on 2/25/26.
  - Applied for VEIP exemption via MVA. Waiting feedback. According to COMAR, it appears that our vehicles would be exempt: (2) A fire or rescue apparatus or ambulance, owned or leased by a state or local government, by a rescue squad, or by a volunteer fire or ambulance company, registered as an emergency vehicle as defined in Transportation Article, § 11-118, Annotated Code of Maryland;
  - Unit 232 – Ready for Ofc. Zwick to pick up at DPW. All repairs were made.
  - Unit 217 – Ready for Ofc. Buettner to pick up at DPW. All repairs were made. Picked up and returned to APD.
  - Unit 220 – At Preston Ford for safety recall. It will go to DPW after for the check engine light.
  - Unit 231 – At DPW for PM. Picked up Tyrone at DPW to assist in getting it from WWTP to DPW.
  - Unit 243 – safety recalls will be performed prior to being returned by Al Packer.
  - Unit 209 – At DPW for battery issues.
  - Unit 211 – DPW repaired the wipers that were not functioning.
  - Moved patrol vehicles on the pad at DPW.
  - Sgt. Alexander's squad has 2 PA systems not working. They were provided the information to the radio shop to coordinate repairs.

- **COMMUNITY POLICING/RELATIONS**

  - SARC training was rescheduled due to the snowstorm.
  - PIO Postings

- **TRAINING**

  - Notified Ofc. Saraiva that his K9 certifications have expired. He provided copies of the new certifications, and they were saved to his personnel file as well as updated in Skills Manager.
  - Rescheduled SARC training that was cancelled due to the snow.
  - D/Sgt. Shoffstall indicated that the red dot training certification is not something we need at this time.
  - Enrolled Ofc. Chaney in Basic Instructor training for August.
  - Notified Major Swain of the issues reaching Jamie Auer in reference to CIT meetings and training of officers. He has reached out as well.

- **PERSONNEL**

- Officers Howard's Blue Card arrived and was placed in his mailbox. The card was scanned to his personnel file, and the update was completed in Skills Manager.
- Emailed Erin in reference to Rodney's payroll (sick leave deficit) per Captain. Erin stopped by to update me on how this should happen in the future.
- Replaced Ofc. Russo's tourniquet

- **GRANTS**

- Notified D/Sgt. Shoffstall and Lt. Persuhn that the MCIN grant is due in a couple of weeks. Meeting on 2/26/26 to begin the process of writing the grant.
- MCIN Funds balance is $10,501.60. This was forwarded to Lt. Persuhn and D/Sgt. Shoffstall. There is still plenty of time to coordinate another detail or so.

- **MISC**

- Submitted Officer of the Month for February.
- Reviewed CALEA requirements with Shirley.
- Requested dayshift supervisors assess the patrol units on their squad that need new decals. Image360 will forward the quotes to me so that we can begin getting this addressed. This process has begun.
- Updated FB settings for additional security as per Lt. Persuhn.
- All unmarked patrol vehicles were sent an email that they may swap out the EZPass for white if they would like. Deadline is March 15.
- Requested officers to return old or unused uniforms. I will be cutting the patches off for collectors.