City of Aberdeen

Weekly Activity Report

June 28 – July 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. 24 Hour Reports

I. City Hall

A. Department of Finance

Weekly Update

Receipts for the week were:

1.	General Fund	$ 1,040,000
2.	Capital Projects Fund	0
3.	Water & Sewer Funds	416,256
4.	Stadium Fund	0
	Total	$ 1,456,256

Disbursements for the week were:

1.	General Fund	$ 907,723
2.	Capital Projects Fund	0
3.	Water & Sewer Funds	312,948
4.	Stadium Fund	0
	Total	$ 1,220,671

Significant Receipts:

1.	Income tax	$682,374
2.	State Aid for Police Protection	$127,318
3.	Highway User Revenue	$227,307

Significant Disbursements:

1.	Payroll	$499,100
2.	Water Purchases	$108,035
3.	Workers Comp. Insurance	$440,285

B. Department of Planning and Community Development (DPCD)

The following activities and actions took place this week:

1. Attended meeting with Ms. Sara Bender, Director of Disaster Risk Reduction Directorate with the MD Department of Emergency Management (MDEM) and Harford County Department of Emergency Services, Aberdeen DPW and Mayor McGrady to discuss flooding issues in the 900 block of Edmund Street. MDEM staff has reached out to the Maryland Office of Resilience, Hazard Mitigation with MDE, and Senator Van Hollen's office to determine what funding is available to provide options and solutions. More discussion to follow.
2. The City was awarded a $26,000 grant from the MD Department of Housing and Community Development (MD DHCD) for FY2027 Operating Assistance Grant for operating support through the Main Street Improvement Program.
3. Progress and Final Reports were submitted for the MD DHCD Restore Grant 2.0 ($100,000) and for the Community Health and Safety Works Program grant ($100,000)
4. I submitted a State Revitalization Program request for payment for Community Legacy (CL-2024-Aberdeen-00256-RFP-09) to close out the balance of the award for the grant. This is for the interior fit-out at 22 N. Howard Street.
5. Working on the MD DHCD grant application for the MD Façade Improvement Program requesting $100,000 to assist business and property owners in the Aberdeen Main Street area.
6. We were notified that the City received grant funds for the FY27 Tourism Grant.
7. Drafted the APFO Agreement for The Reserve at Greenside for the City Council work session.
8. Attended meeting with Mayor McGrady and Steve Horne to tour the LufCo facility located off Technology Drive (formerly the Battelle Memorial site).

Weekly Building Permit Activities:

Permits Processed – Residential

Address	Type	Value of Construction
235 Woodland Green Way	Deck	$15,724.00
3623 Dexter Court	Deck	$7,000.00
924 Edmund Street	Shed	$3,500.00
137 Baltimore Street	Fencing	$2,000.00
307 Farm Road	Above Ground Pool	$0
846 Forgans Drive	Fencing	$7,600.00
525 Pleasantwind Drive	Driveway	$0
Total: 7		$35,824.00

Permits Processed – Commercial

Address	Type	Value of Construction
210 Research Blvd.	Demolition	$14,985.00
Total: 1		$14,985.00

Permits Issued this Week:

Address	Type	Value of Construction

846 Forgans Drive	Fencing	$7,600.00
307 Farm Road	Above Ground Pool	$0
924 Edmund Street	Shed	$3,500.00
137 Baltimore Street	Fencing	$2,000.00
137 William Powell Court	Solar Panels	$15,000.00
3623 Dexter Court	Deck	$7,000.00
717 Paul Drive	Driveway	$15,000.00
463 Grasmere Lane	Driveway	$15,400.00
769 Sagebrush Loop	Solar Panels	$37,441.00
Total: 9		$ 102,941.00

New Commercial Issued Certificates of Use and Occupancy:

1003 Old Philadelphia Road – Tenant Fit-Out Churchville Tiles

Amended Permits:

703 Sagebrush Loop – Amend deck.

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

1255 Loflin Rd – Cell tower modifications; 303 Mt Royal Ave – Deck; 404 S Philadelphia Blvd – repair fire damage; 487 Roberts Way – Convert garage into living space; 218 W Bel Air- addition/renovation; 1102 S Philadelphia Blvd – Tiltwall Shell Warehouse; 629 S Philadelphia Blvd – ALLROADS addition; 11 Locust Lane – Interior Alteration; 48 Aberdeen Avenue – Screen Room Addition; 630 3rd Street – Carport, 36 Lewis Drive– Front porch; 110 S Philadelphia Blvd. – Renovation; 631 Westwood Drive – Inground Pool; 422 S Parke Street – Solar Panels; 800 Hickory Drive – Alteration; 638 Falcon Lane – Solar Panels; 5 Roosevelt Avenue – Renovation; 210 Research Blvd. – Demolition;

The Preserve at Gilbert Meadows:

176 Total lots

Total # of Permits Applied for – 168.

Total # of permits released: 168 (83 SFD/85 TH)

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

Total # of Type II Certificates of Occupancy released - 144.

Aberdeen Overlook

344 Total Lots

Total # of Permits Applied for – 265.

Total # of permits released: 252 (84 SFD/168 TH)

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

Total # of Type II Certificates of Occupancy released – 222.

C. Department of Public Works (DPW)

1. City Engineering & Administration

DPW Director

GIS and Technology Initiatives

- GIS work remains ongoing and continues to support CTT: Communication Technology and Transparency.
- GIS Citizen Reporter remains in a soft internal City of Aberdeen launch, with a full launch tentatively scheduled for around July 1, 2026.
- The GIS dashboard and reports page are complete and awaiting citizen data.
- The GIS project-management framework is being developed into a functioning system.
- Planning and DPW projects are being combined to capture project start points more consistently.

Administration and Project Tracking

- Administration is now using milestones and deadlines to support goal completion.
- One-on-one meetings will begin next week to review the process and provide Gantt charts.

Water, Stormwater, and Grant Opportunities

- The 95 Water Tower is scheduled for electric service during the first week of July 2026.
- Quotes are being obtained for clearing and repairs at the nine Windemere stormwater ponds.
- KCI is exploring possible grants for converting ponds to wet ponds and for water-source improvements.

Administration Moves

- Brian's team, including Dan and Matt, will move to Karen's office and two smaller offices.
- Karen will move next to Brian's former office.
- A wall will be built between Rolla's and Costa's spaces, including Dan's office area.

Fleet Maintenance Shop

- Inventory levels are high, and available space is limited.
- Safety visibility is being improved by installing signs identifying PPE locations.
- The mechanic shop, tools, and inventory are being organized.
- Software options are being explored by reviewing current paper-based processes.

Code Compliance

Gilbert Meadows

- ESC inspection. Corrections needed. Home and townhome building continue in phase E. Sediment controls weekly inspections. Builder pre-start inspections for lot 0. Water vault inspections for lot 0. Use and Occupancy inspections for lot 0**.**

Aberdeen Overlook

- ESC inspection. Corrections needed. Home and townhome construction continues in phases 2, 4 & 5. The community center construction is completed. Pre-start inspection for lot 0. U&O Inspection for lots 16 and 54. 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. Corrections needed. Completed report. Lots 2-12, 14 - 28, 72 - 94, & 30-60 are complete. Lots 62-70 are under construction. Sediment controls weekly inspections.

Wash X

- ESC inspection. In compliance. Building construction continues.

MISC

- 500 Market Street – Site is in compliance and currently inactive.
- Pre-start inspection for pool at 672 Falcon Lane

FY2026 Curb, Sidewalk, and Street resurfacing 24-01:

- FY26 HUF – Resuming resurfacing projects on Dorsey St, Greene Ave, and Norman Ave. Goettner to return late July to complete FY26 work.

FY2027 Curb, Sidewalk, and Street resurfacing 27-01:

- FY27 HUF – Preparing list of roads, sidewalk connectivity, and concrete work. After Goettner completes remaining FY26 work, they will begin FY27 proposed work.

City Compliance

- Gilbert Meadows – ESC inspection. In compliance. Home and townhome building continue in phase E. Sediment controls weekly inspections. Builder pre-start inspections for lot 0. Water vault inspections for lot 0. Use and Occupancy inspections for lot 0.
- Aberdeen Overlook – ESC inspection. In compliance. Home and townhome construction continues in phases 2, 4 & 5. The community center construction is completed. Pre-start inspection for lot 0. U&O Inspection for lot 20. WM inspections for lots 57,58, and 63. 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.
- Wash X – ESC inspection. In compliance. Building construction continues.
- 500 Market Street – In compliance. The site is inactive.
- Concrete form board inspection completed at 717 Paul Dr.

Code Enforcement

- Calls-15 Emails –20
- Courtesy Fliers posted - 0
- Active cases –40 followed up on active cases -16.
- Closed Cases –11
- Letters sent this week -4.
- Active high grass cases -12 Closed high grass cases - 3
- Active sewer cap cases - 28 letters sent this week- Follow up- closed cases-
- Smoke testing-4 letters sent –0 cases closed – Follow up-
- Sink Holes- 6 Letters Sent- Cases Closed- Follow Up-0
- Violations posted - 6

- Citations written - 0.
- 217 Carol Ave. Reinspected property and they are getting another dumpster. In progress
- 700 Maxa Rd Code Compliance sent out a final notice letter for tying into city sewer, one certified, one regular. Waiting for 3 estimates or a signed contract. Property owner has till June 10, 2026, to send a contract or 3 estimate. Met Chavis Septic Services to go over what needs to be done to tie into city sewer system. Deadline has been extended till 2026-07-15. In progress.
- 679 Everist Dr police requested code compliance to come to property for hoarding/livability concerns. House has started to be cleaned out. Inspected property and they have been cleaning out the house , new dumpsters have been delivered and cleanup has continued, In progress.
- 783 W. Bel Air Ave (Days Inn) upper walkway has concrete damage and needs to be repaired. Code Compliance met with owner and Architect David Stoker and informed them they need to get a Structural Engineer to inform them what needs to be done to fix damage to the building. Property owner sent the engineer report to the city. In progress.

GIS

Click-2-Fix (Citizen Problem Reporter)

- Designed and launched a new ArcGIS Dashboard for the Citizen Problem Reporter application. This centralizes incoming community requests, streamlines issue-type tracking, and improves division visibility for active cases.

Goddard School CAD Integration

- Migrated and integrated the Goddard School CAD data into the central ArcGIS database, ensuring accurate asset mapping, proper layer alignment, and updated municipal records.

Data Synchronization

- Scripted a backend data-fetching routine to extract automated water meter telemetry from the Beehive system, establishing an efficient, repeatable workflow for asset tracking and data syncing.

ArcGIS Online Project Management

- Created a dedicated feature class for project management solutions within ArcGIS Online to better track, organize, and spatially represent ongoing division workflows.

DPW Administrative Assistant

Facebook/Instagram

- Posted Region 6 Hydrant Flushing notice.
- Scheduled Region 7 Hydrant Flushing notice for 7/14.
- Scheduled Region 8 Hydrant Flushing notice for 7/21.
- Announced rescheduled of Aberdeen 250 celebration.
- Posted Main St. post re: Oktoberfest.
- Posted free ice water announcement for the Screaming Bean.
- Posted Aberdeen’s history in relation to the Declaration of Independence
- Posted the train float in the parade.

Canva

- Designed presentation for Eric “Growing a More Effective Public Works Team.”

- Created 4 logo options for the new I95 water tower.

New Website

- Assisted with corrections to phone directory for DPW.

Meetings – Attend & Scribe

- Monday AM Team Huddle
- Met w/ Eric and Fred re: Maintenance Shop Space Reconfiguration
- Scheduled meeting with City Attorney for Eric

Utility Permits

- Permit 26-40 issued to BGE for 19 W Bel Air Ave
- Permit 26-41 issued to BGE for 11 Locust Lane

Click-2-Fix

- Assigned 14 tickets.

MPIAs (Maryland Public Info. Act)

- Sent MPIA request for Water Towers to Costa.

Finance

- Processed 16 invoices for payment totaling $415,505.57.
- Submitted one (1) requisition totaling $1,925.00.

Misc.

- Ordered replacement cell phone for Ken Selchert.
- Printed off and posted APG Maintenance Foreman position flyers downstairs.
- Printed off and posted July Yard Waste Flyers downstairs.
- Creating list of all blanket POs that will need to be generated for FY27.
- Working with Fully Promoted Aberdeen for mockups of polo shirts to be worn by DPW Admin/Code Compliance staff
- Updated APG, Maintenance Shop, WWTP and DPW Admin. Organization charts.
- Relayed message from Mr. Shah at Super 8 Motel to Brian S.
- Printed off new Tufton Baseball Lease Agreement for Mayor to sign.
- Working with Travis at Fully Promoted Aberdeen to have polo shirts ordered for the Code Compliance Team with our Public Works Logo.

2. Maintenance Division

Buildings and Grounds

- Responded to 13 service requests.
- Provided chipper service for 21 residents.
- Removed the wood from 4 Hazzard trees in Victory Park that were cut down.
- Provided support for the 2-day “Rock the Park” event on the weekend.
- Pump for the wading pool at the Swim Club has been replaced.

Streets and Stormwater

- Performed roadside cutting to 137 LF and cleaning of 8,856 LF.
- Performed maintenance to 8 storm water ponds.
- Checked 2 storm water inlets and cleaned 2 removing approximately 50 LBS.
- Replaced 8 temp. roadway patches with 7.8 tons of asphalt.
- Repaired 1 potholes. Replaced 0 LF of sidewalk and 0 LF of curbing using 0 Cu. Yds. of concrete.
- Spring Sweeper schedule is complete.

Water and Sewer

- Responded to 17 service calls.
- Performed 0 lead service line inspections.
- Performed hydrant flushing to 34 hydrants in region 5 & 6.
- 10 residential water meters were installed.
- Water main repair at Edmund & Plater St. Intersection.
- 936 Avon Water service leak repair.
- Cleaned 3,847.7 LF of sewer main and cctv inspected 3,847.7 LF.
- Brush cut right of ways for sewer mains.

Fleet

- Scheduled Repairs: 1 APD: 0
- Emergency: 1 APD: 1
- Services: 0 APD: 2
- Unit 16 – DPW 1-ton pickup – out of service – needs motor.
- Unit 32 – DPW backhoe- sent out to have leaking cylinders rebuilt.

Department Staffing

- 4 openings in Maintenance.

3. Water/Wastewater Plant Operations

Wastewater Treatment Plant

- COA WWTP treated 12.9 million gallons. June. 24th to June. 30th.
- APG WWTP treated 2.0 million gallons. June 24th to June. 30th.
- Installed new exhaust fan in Chestnut SPS control building.
- Replaced bad mixer in reactor 1 basin A in WWTP. Had to run a temporary electric supply due to damaged wire in conduit.
- Installed a dam in MSP wet well to prepare for valve repairs to bar screen #1 influent valve.
- Unit 92 compost loader bucket weld broke. DPW fleet mechanics are working on repairs.
- Denitrification filters 1-3 media replacement project is complete.

Water Treatment Plant

- COA WTP treated 3.8 million gallons. June. 24th to June. 30th.
- APG WTP treated 5.9 million gallons. June 24th to June. 30th.
- 1 routine bacteriological sample. 1 special bacteriological sample.
- Backflow preventer at Railbird BPS leaking had to adjust the pressure regulator to stop the leaking.

Department Staffing

- Six operator vacancies. One facility worker vacancy.

Superintendents

- 20 APG contract hours.
- Reviewed COA WTP upgrade 60% design with Sr. Staff.
- PepsiCo staff toured WWTP.
- Submitted APG annual water audit to MDE.
- Submitted COA & APG WWTP discharge monitoring reports to MDE/EPA.
- Submitted COA & APG WTP risk and resilience certification to EPA.
- Submitted COA & APG WTP 2025 consumer confidence report certification to MDE.

D. Human Resources Department

Current Posted Openings – 18 total

- APG Maintenance Shop – 1 -Foreman, 1 Maintenance Worker
- DPW Maintenance Shop – 4 - Maintenance Workers
- W/WW – 5 Operators, 1 Facility Worker
- APD Sworn – 4 Officers
- APD Non – Sworn – 1 Crossing Guard – On Call
- Planning Dept. – 1- Planner

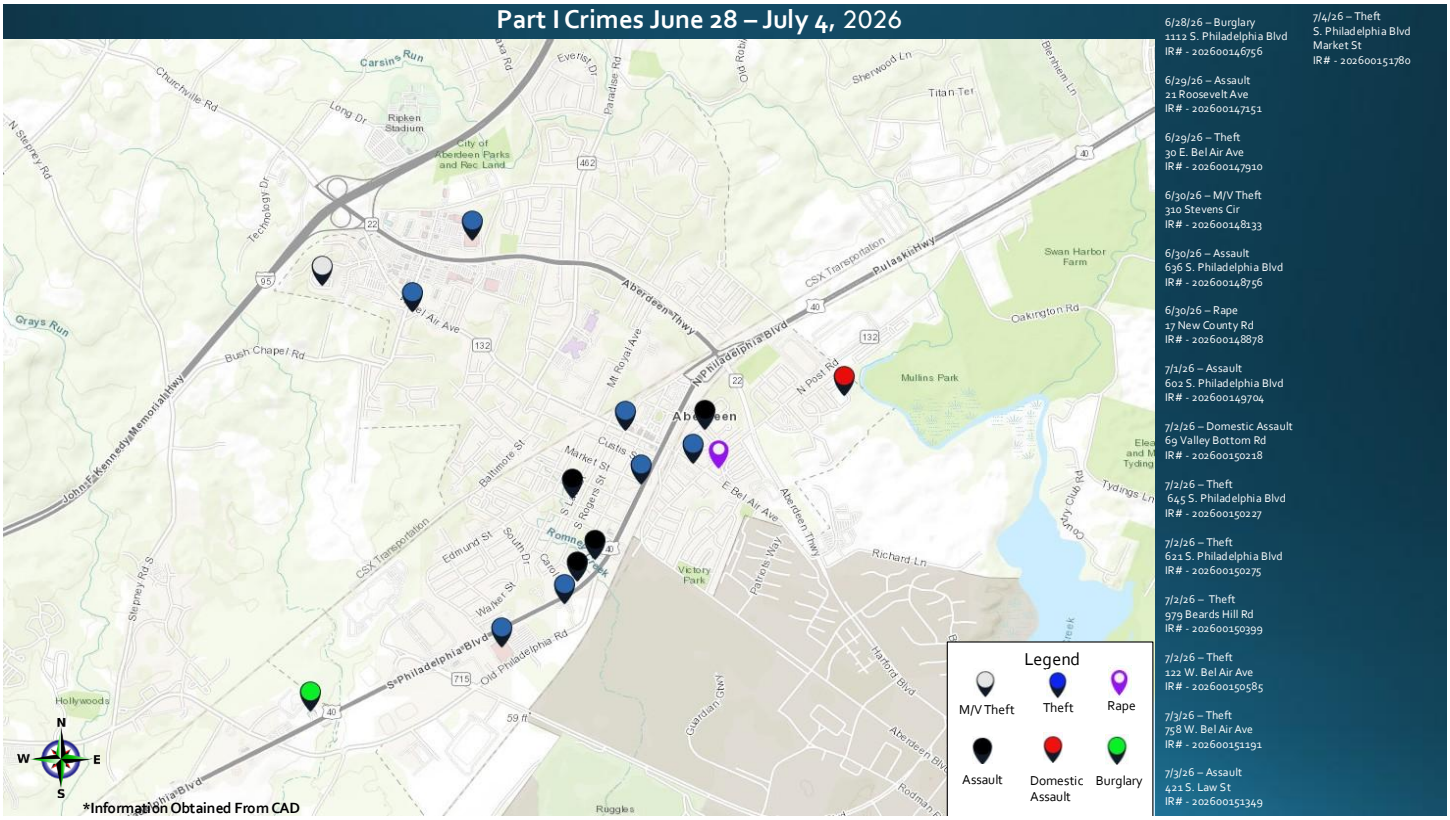
-Offer has been made for the Planner position – pending start 7/6/2026
-Preparing for FY27 Personnel Updates

Payroll

Period Ending 6/27/2026	**# of Hours**	**Payroll Amts**
Regular	10,483.50	$397,843.39
Sick	375.00	$9,964.60
Vacation	711.86	$16,926.98
Overtime	515.25	$25,165.73
On Call O/T	185.00	$9,211.67
Comp Time	87.00	$2,448.44
Call-In Overtime	26.00	$1,171.76
Personal	183.50	$5,518.85
Court On-Call Overtime	119.50	$6,492.21
Patrol Holiday	119.00	$3,978.68
Holiday	1,102.00	$27,173.49
Shift Differential		$1,943.01
Adjustment		$70.00
Vacation Pay Out (1)		
Bereavement		
TOTAL PAYROLL	13,907.61	$507,908.81

II. Aberdeen Police Department (APD)

A. APD Calls for Service



APD Calls for Service

June 28 – July 4, 2026

Total Call for Service/Events Works - 595

Patrol Checks – 113

Community Policing Detail – 1

Foot Patrols – 65

Bike Patrol - 3

Eastern District Incidents

- Assault – 2
- Theft – 1
- Rape – 1
- Domestic Incident - 1

Central District Incidents

- Burglary – 1
- Assault – 3
- DUI – 2
- Theft – 4
- Narcotics - 1

Western District Incidents

- Protective Order Violation – 1
- M/V Theft – 1

- Vandalism -1
- Fugitive – 1
- Animal Complaint – 1
- Theft – 2
- Disorderly – 1

Arrest June 21 - 27, 2026

Adult Arrest

202600141323	6/21/26	Summons
202600141199	6/21/26	Theft
202600142798	6/23/26	DUI
202600143245	6/24/26	Warrant
202600143346	6/24/26	Warrant
202600143371	6/24/26	Assault
202600143704	6/24/26	Warrant
202600143962	6/24/26	DUI
202600144010	6/25/26	CDS
202600144796	6/25/26	DUI
202600145190	6/26/26	Warrant
202600146086	6/27/26	DUI
202600146233	6/27/26	DUI
202600146255	6/27/26	Disorderly Conduct
202600146299	6/27/26	Assault

Juvenile Arrest

202600146363	6/27/26	Agg. Assault

B. Weekly Traffic Report

June 28 – July 4, 2026

Traffic Stops

147 Stops/Contacts

144 State Citations

192 Warnings

4 Safety Equipment Repair Orders

6 DUI

Crashes (Reportable, PI/PD)

7 (4 Property Damage, 3 Personal Injury)

SMART (Speed Monitoring Awareness Radar Trailer)

- Aberdeen Thruway E / Mount Royal Ave

STATTRAK

- N/A

C. IT

- 51 Miscellaneous user/computer issues
- Daily surveillance camera check
- Daily firewall inspection and report
- Weekly PMI backup checks
- Complete yearly CJIS security awareness training
- LPR trailer deployment
- Guns and hard drive shred disposal with CSI
- Phone system outbound calling issue.
- PMI monthly backup

D. 24 Hour Reports

Date of Incident: 6/26/2026 – 6/27/2026

Incident Type: Burglary / Theft

Incident Report Number: 2026-00146756

Location of Incident: [redacted]

Reporting Officer: A/CPL. James K. HADDIX

Synopsis of Events:

On 6/28/2026, [redacted] came to the police department to report a theft that occurred between 7:00 PM on Friday, 6/26/2026 and 12:00 PM on Saturday, 6/27/2026. Stolen was a [redacted] and [redacted] in US Currency. [redacted] explained that staff came to him after he returned and told him that he "broke the rules" by damaging the door and leaving it open. The [redacted] replaced the door. [redacted] denied that he broke the door and discovered the aforementioned items missing from his room.

Date of Incident: 6/30/2026

Incident Type: Rape

Incident Report Number: 2026-00148878

Location of Incident: [redacted]

Reporting Officer: Cpl. Peterson 150

Synopsis of Events:

On June 30th, at approximately 2243 hours, Officers responded to [redacted] in reference to a domestic assault. Officers would speak to [redacted] who reported that she was raped by her longtime boyfriend, [redacted]. [redacted] stated that they began arguing when he got home from work at approximately 1800 hours. They argued about suspected infidelity which led to [redacted] taking her phone to go through it. The phone was given back shortly after. [redacted] stated that later in the night at approximately 2000 hours. [redacted] had sex with her without her consent. [redacted] reported that she told him to stop and he did not listen.

Investigation is ongoing.

Date of Incident: 6/30/2026

Incident Type: Traffic Stop (CDS/Money/Handgun Recovery)

Incident Report Number: 202600148826

Location of Incident: [redacted]

Reporting Officer: Det. Douglas A151

Synopsis of Events:

On 6-30-26, Det. Douglas was in the area of the [redacted]., a known high crime area for CDS violations. At that time, Det. Douglas observed a [redacted] in color [redacted] arriving and heading to the back of the [redacted]. Approximately 10 minutes later the vehicle emerged from the back of the [redacted] and left the area. Det. Douglas followed the vehicle, obtained p/c, and conducted a traffic stop.

While speaking with the driver, identified as [redacted], Det. Douglas noticed he was unable to give his direction of travel nor the street name of where he just came from. [redacted] also was over explaining his answers and did so with a nervous demeanor. Det. Douglas requested K9 Ofc. Saraiva and his K9 partner, Marco, who arrived on scene and conducted a free air sniff of the vehicle which resulted in a positive alert.

A search of [redacted] and his vehicle would uncover $[redacted] of U.S currency, a black in color Glock 20 handgun with 13 rounds of 10mm ammunition in the magazine, and a pill bottle containing several pills of CDS

The firearm, pills, and currency were all seized, with the pills being submitted to the APD CDS vault to be sent for testing.

[redacted] was placed under arrest and charged accordingly.

Date of Incident: 7/4/2026

Incident Type: DUI/Firearm recovery

Incident Report Number: 2026-00151604

Location of Incident: [redacted]

Reporting Officer: Ofc Buettner 156

Synopsis of Events:

On July 4th, 2026, at approximately 0258 hours, Ofc. Buettner conducted a traffic stop on a [redacted] for failing to stop at a red light. Officers had prior suspicion of the operator, [redacted], being intoxicated due to his involvement in a domestic incident just before the stop. Detective Douglas assisted with the traffic stop and immediately noticed a firearm in the vehicle that [redacted] appeared to be attempting to conceal. [redacted] was removed from the vehicle, and the loaded firearm was recovered, along with multiple doses of Suboxone. [redacted] had a valid carry permit; however, the firearm was unregistered. [redacted] consented to SFSTs that were conducted by Ofc Buettner. [redacted] was placed under arrest.