City of Aberdeen
Weekly Report
June 29 – July 5, 2025

I. City Hall

a. Department of Finance
b. Department of Planning and Community Development (DPCD)
c. Department of Public Works (DPW)
d. Human Resources Department

II. Aberdeen Police Department (APD)

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I. CITY HALL

a. DEPARTMENT OF FINANCE

The following activities and actions took place this week:

Receipts for the week were:

1.	General Fund	$ 1,217,375
2.	Capital Projects Fund	0
3.	Water & Sewer Funds	193,441
4.	Stadium Fund	0
	Total	$ 1,410,816

Disbursements for the week were:

1.	General Fund	$ 1,125,518
2.	Capital Projects Fund	0
3.	Water & Sewer Funds	249,037
4.	Stadium Fund	0
	Total	$ 1,374,555

Significant Receipts:

1.	Harford County Grant for School Resource Officer	$400,000
2.	Income Tax	$646,149
3.	State Aid for Police Protection	$109,763

Significant Disbursements:

1.	Medical Insurance	$241,155
2.	Workers Comp Insurance	$458,881
3.	Payroll	$516,076

b. DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

The following activities and actions took place this week:

- Mrs. Grover and Ms. Ward worked on the draft application for the FY25 Defense Community Infrastructure Program for the Swan Meadows infrastructure improvements. We received a letter of support from the AVFD for the application and Ms. Ward submitted the application with the supporting documents. Funding request was for $9.38 million.
- Mrs. Grover submitted quarterly and progress reports to MD Department of Housing and Community Development for these grants: Phase Two Interior fit-out of 22 Howard Street, Aberdeen Main Street Public Corridor Beautification Project, Aberdeen Façade and Interior Improvement Program, CHSW Community Placemaking for Centennial Lane and Cypress Alley improvements, and OAG-TAG Centennial Lane and Cypress Alley improvements. Request for payments were also submitted for several of the grants.
- Mayor McGrady, Mrs. Grover and Mr. Hess met with Harford County Ex. Cassilly and staff to discuss their option to purchase the remaining lands of Northgate Business Park.
- A kick-off meeting was held with RK&K traffic consultants and City staff to discuss the traffic impact study requirements for the Walmart Supercenter convenience store with fuel pumps.
- Ms. Ward prepared the Planning Commission agenda for the July 9th meeting and posted the agenda with supporting documents on Granicus. Items for discussion: 1) Revised Final Subdivision Plat for Chick-fil-A and 2) draft amendments to the Development Code.

Building Permit Activities:

Permits Processed – Residential

Address	Type	Value of Construction
2015 Rock Glen Blvd	Solar Panels	$ 3,960
763 Sagebrush Loop	Deck	$ 11,160
373 South Dr	Fence	$ 4,200
Total: 3		$ 19,320.00

Permits Processed – Commercial

Address	Type	Value of Construction
1102 S Philadelphia Blvd	Construction of new warehouse	$ 7,580,000
Total: 1		$ 7,580,000.00

Permits Issued this Week:

Address	Type	Value of Construction
708 Walker St	Solar Panels	$ 499
143 Banister Ave	House Reno – Amendment	$ 30,000
174 Banister Ave	House Reno – Amendment	$ 30,000
162 Banister Ave	House Reno – Amendment	$ 30,000
365 Woodland Green Way	Deck	$ 9,650
865 Forgans Dr	New SFD	$ 255,000
373 South Dr	Fence	$ 4,200
Total: 7		$ 359,349.00

New Commercial Issued Certificates of Use and Occupancy:

3600 -3612 Cooperstown Dr –14 Unit 2 over 2 Townhouse Style Apartments

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

629 S Philadelphia Blvd – ALLROADS addition; 356 Woodland Green Way – Deck; 12 Aberdeen Shopping Plaza – Tenant Occupancy – Aberdeen Plaza Laundromat; 998 Hospitality Way- Tenant Space- Edward Jones; 650 Brenda Ln – Solar Panels; 730 Scofield Rd – covered front porch; 408 Grasmere Dr – Covered front porch; 49 Liberty- solar panels; 708 Walker St – Solar Panels; 719 S Philadelphia Blvd – interior reno to create lounge area; 715 Falcon Ln – Solar Panels

The Preserve at Gilbert Meadows:

176 Total lots

Total # of Permits Applied for – 157

Total # of permits released: 140 (78 SFD/62 TH)

Total # of Type I Certificates of Occupancy released - 15

Total # of Type II Certificates of Occupancy released - 94

Aberdeen Overlook

344 Total Lots

Total # of Permits Applied for – 190

Total # of permits released: 190 (52 SFD/138 TH)

Total # of Type I Certificates of Occupancy released – 3

Total # of Type II Certificates of Occupancy released – 118

c. DEPARTMENT OF PUBLIC WORKS

Nothing to report this week.

d. HUMAN RESOURCES DEPARTMENT

Current Openings – 14 total

- APG Maintenance Shop – 1 Foreman, 1 Maintenance Worker
- DPW Maintenance Shop – 3 Maintenance Workers, 1 Foreman
- W/WW – 1 Plant Mechanic, 3 Operators
- Crossing Guard – 1 – On Call
- APD – 1 Sworn, 1 Non-Sworn
- DPW Deputy Director/Program Manager – 1

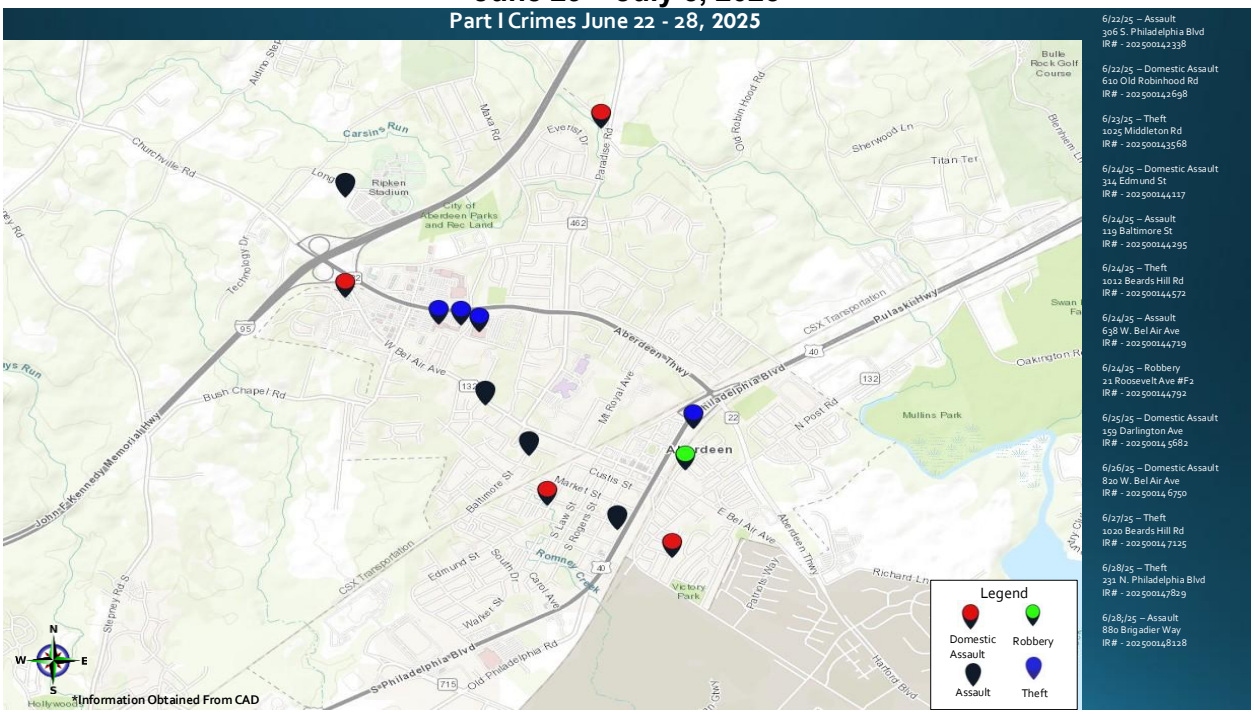
Payroll

Period Ending 6/28/2025	**# of Hours**	**Payroll Amts**
Regular	10,573.17	$403,295.48
Overtime	500.42	$22,229.36
Vacation	1,385.69	$35,365.40
Sick	464.75	$11,888.78
Personal	132.00	$2,859.56
On-Call Overtime	150.00	$6,863.52
Patrol Holiday	84.00	$2,676.46
Holiday	1,195.00	$28,795.44
Comp Time	121.50	$3,105.49
Court On-Call Overtime	48.00	$2,478.49
Call-In Overtime	19.25	$814.25
Shift Differential		$1,770.88
Bereavement	18.00	$785.88
Adj		$152.25
TOTAL PAYROLL	14,674	$523,081.24

Vacation Payout - (3)

II. ABERDEEN POLICE DEPARTMENT (APD)

APD WEEKLY REPORT
June 29 – July 5, 2025



APD Calls for Service

June 22 - 28, 2025
Total Call for Service/Events Works - 542
Patrol Checks – 153
Community Policing Detail – 2
Foot Patrols – 48

Eastern District Incidents

Vandalism – 1
Robbery – 1
Assault – 1
Unattended Death - 1

Central District Incidents

Assault - 2
Fugitive – 4
Protective Order Violation – 1
Narcotics – 1
Trespassing – 2
Theft - 1

Western District Incidents

Assault - 5
Theft – 3
Sex Offense – 1
Trespassing - 1

Arrest June 22 - 28, 2025

6/22/2025	202500142698	Child Abuse
6/24/2025	202500143997	Rogue & Vagabond
6/24/2025	202500144117	Assault
6/24/2025	202500144710	Warrant
6/25/2025	20250014582	Assault
6/28/2025	202500128962	CDS
6/28/2025	202500148247	Warrant
6/28/2025	202500148327	Trespassing

APD Weekly Traffic Report
June 29 – July 5, 2025

Traffic Stops
60 Stops/Contacts
43 State Citations
101 Warnings
2 Safety Eqt. 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

IT

- 9 Miscellaneous user/computer issues
- Daily surveillance camera check
- Daily firewall inspection and report
- Weekly PMI backup checks
- SSPR discussion
- Video redaction x3
- Monthly PMI backup

ACCREDITATION

This Week 6/2/2025 - 7/5/2025

Records Inventory and Retention function Transition to Administrative Division

Prepared summary of the function and presented to Administrative Support Specialist.

Position Management

Updated Employee List and Personnel Org Chart.

Accreditation Files

Used RMS, Blue Team, and Delta Plus to find stronger proofs (recommended by Mock Assessors). Replaced proofs.

Policies

Ch 07.03 Inventory and Retention

Discussed with Administrative Support Specialist the Retention procedure. Updated policy.

Ch 21. 04 Vehicle Pursuits and Emergency Driving

Using Mock Assessment notes, in process of rewriting and reorganizing to comply with current practices and Blue Team documentation.

4th of July Holiday

Planned Next Week 7/5-/2025

Accreditation

Incident Reports, Use of Force Reports, Performance Evaluations

Using Mock Assessment notes, search RMS and Delta Plus for appropriate Proofs of Compliance.

Proofs of Compliance from Other Employees

Send reminders to send documents for Years 1-2-3,
Send Assigned To lists for Year 4,

Policies

Ch 21.04 Vehicle Pursuits and Emergency Driving

Ask for help to review Mock Assessors recommendations.

Ch 25.02 Direction and Control

Update procedures applicable during periods of adverse road and weather conditions (CALEA 61.3.2) to concur with current practices.

SCHEDULE OF CALEA REVIEWS AND ASSESSMENTS

CSM File Review (CSM3)	**August 8-16,2025**
CSM File Review (CSM4)	**January 2-10,2026**
Reaccreditation Assessment	**February 6,2026**

CALEA Conference Omaha, Nebraska July 22-25,2026

ADMINISTRATION

- **FLEET**
  - Scheduled Unit#'s 230, 235, 237, 239, & 250 for PM
  - Tire Village Inv INV141215, Unit #203, $160.58 (Tires)

- **COMMUNITY POLICING/RELATIONS**
  - Updated 2025 Ironbirds Game Coverage
  - Posted on PACE for 1 more opening for Stadium Detail (07/05)
  - Met w/DeLayne Lewis re: Together We Will March
  - Working on Annual MPTC Community Policing Report

- **GRANTS**
  - Contacted BVP Help Desk re: BVP Grant Application Window
  - Collecting Invoices for PACT Grant 2025-0019
  - Completed & submitted Walmart Community Grant Application for Shop w/a Cop funding

- **TRAINING**
  - Entering training in Skills Manager personnel profiles
  - Administered Annual Physical Agility Testing
    - Douglas, Epps,
  - Completing P1A In-Service Supervisor courses:
    - Dealing With Stress (P#48032)

- **CALEA**
  - Noting to report

24 Hour Reports

Date of Incident: 7/2/2025

Incident Type: Aggravated Assault/ Attempted Robbery / Paraphernalia possession

Incident Report Number: 2025-151041

Location of Incident: [redacted]

Reporting Officer: Ofc. Potts A150

Synopsis of Events:

On Wednesday July 2, 2025, officers responded to the bus station at [redacted]. for the reporting of a male claiming that a male suspect used a "Red handled pocket knife", which was pointed at him, and he was threatened with it. Officers arrived on scene and located the victim, [redacted], and the suspect, identified as [redacted]. [redacted] was detained, and a search revealed a red handled pocketknife as well as a suspected crack pipe. [redacted] advised there was only an argument over a missing vape. [redacted] would go on to explain that an argument over a missing vape took place, at which time [redacted] produced a red handled pocketknife and pointed the knife at him threatening to slap him and "slice him up". [redacted] then would go to sleep on a bench at the bus stop before being woken up by [redacted] going through his pockets. [redacted] was then placed under arrest. The knife will be placed into APD property. [redacted] was uninjured during the incident.

CID Det. Shoffstall was notified of the incident.

24 Hour Reports

Date of Incident: 07/05/2025

Incident Type: Fatal Crash

Incident Report Number: 2025-00154398

Location of Incident: [redacted]

Reporting Officer: Ofc Buettner #156

Synopsis of Events:

On Saturday, 07/05/25, at approximately 2345 hours, Officers responded to a motorcycle crash with cardiac arrest in front of the [redacted]. Aberdeen Medic Units arrived on scene and immediately pronounced [redacted] as deceased. [redacted] was found lying next to his Harley Davidson motorcycle in front of the store. He had obvious trauma to his body. Debris from the motorcycle was scattered throughout the parking lot and eastbound Rt 40. Officer Buettner took over the crash investigation and interviewed the witness. It currently appears to have been a single vehicle crash where [redacted] sped off of the roadway striking multiple curbs and fell from the motorcycle.

24 Hour Reports

Date of Incident: 07/05/2025

Incident Type: Assault (Strangulation)

Incident Report Number: 2025-00154416

Location of Incident: [redacted]

Reporting Officer: Ofc Saraiva #K9153

Synopsis of Events:

On Sunday, 07/05/25, at approximately 2355 hours, Officer Saraiva responded to [redacted] for a reported assault. Upon arrival, contact was made with the victim [redacted]. [redacted] reported that she was walking down [redacted] when [redacted] approached her. [redacted] later took her cell phone and smashed it. She reported that they continued walking to the [redacted] where she was shoved to the ground and injured her arm. [redacted] stated that he followed her over to the area of the [redacted] where she was strangled by him. [redacted] did have redness on the center and side of her neck. A follow-up investigation will be completed before charges are filed.