



City of Aberdeen
Weekly Activity Report
August 2 - 8, 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	\$ 634,847
2. Capital Projects Fund	0
3. Water & Sewer Funds	204,920
4. Stadium Fund	0
Total	<u>\$ 839,767</u>

Disbursements for the week were:

1. General Fund	\$ 424,908
2. Capital Projects Fund	0
3. Water & Sewer Funds	191,849
4. Stadium Fund	8,115
Total	<u>\$ 624,872</u>

Significant Receipts:

1. Property Taxes	\$499,000
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Significant Disbursements:

1. Medical Insurance	\$267,815
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B. Department of Planning and Community Development (DPCD)

The following activities and actions took place this week:

1. TOD Station Square Project improvement project: Phyllis Grover: City's Consultant resubmitted the Amtrak application for the concept design review.
2. Responded to Bohler Engineering on comments from Architectural Review Committee for the CubeSmart project.
3. Bohler Engineering provided revised preliminary site plan, signage, and landscaping details to the Architectural Review Committee for the Walmart Supercenter Convenience store project.
4. Attended U.S. EPA training webinars to administer the grant for the Swan Meadows infrastructure project.
5. Submitted MD DHCD FY28 Community Legacy grant application for revitalization efforts in the downtown area; specifically, to acquire and renovate a property that has been vacant for many years.
6. Submitted updated photographs to MD DHCD for 18 and 20 N. Howard Street projects.
7. Prepared two resolutions for the Greater Aberdeen/Havre de Grace Enterprise Zone real property tax credits – 11 Locust Lane and Lot 3, 965 Middleton Road.
8. Created draft checklist for commercial & industrial building permit process.

Weekly Building Permit Activities:

Permits Processed – Residential

Address	Type	Value of Construction
223 Valley Road	Driveway	\$4,500.00
6 Polk Street	Solar Panels	\$21,240.00
8 Polk Street	Solar Panels	\$14,868.00
10 Polk Street	Solar Panels	\$14,868.00
12 Polk Street	Solar Panels	\$21,240.00
20 Polk Street	Solar Panels	\$21,240.00
22 Polk Street	Solar Panels	\$19,116.00
24 Polk Street	Solar Panels	\$19,116.00
26 Polk Street	Solar Panels	\$19,116.00
28 Polk Street	Solar Panels	\$16,992.00
30 Polk Street	Solar Panels	\$16,992.00
36 Polk Street	Solar Panels	\$21,240.00
38 Polk Street	Solar Panels	\$16,992.00
40 Polk Street	Solar Panels	\$16,992.00
42 Polk Street	Solar Panels	\$21,240.00
14 Polk Street	Solar Panels	\$16,992.00
402 Chadsworth Court	Solar Panels	\$30,780.00
461 Ruby Drive	Dumpster	\$40,732.00
826 Forgans Drive	New Construction	\$307,000.00
707 Sagebrush Loop	Deck	\$9,828.00
759 Custis Street	Basement Gutter/Pump	\$8,962.00

318 Graceford Drive	Fence	\$3,500.00
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Total: 22

\$683,546.00

Permits Processed – Commercial

Address	Type	Value of Construction
31 Lincoln Avenue	Solar Panels	\$79,119.00
25 Lincoln Avenue	Solar Panels	\$79,119.00
24 Pritchard Avenue	Solar Panels	\$79,119.00
35 Lincoln Avenue	Solar Panels	\$79,119.00

Total: 4

\$316,476.00

Permits Issued this Week:

Address	Type	Value of Construction
461 Ruby Drive	Dumpster	\$40,732.00
814 Paradise Road	Solar Panels	\$13,000.00
422 S Parke Street	Solar Panels	\$9,831.00
2106 Gemini Court	Solar Panels	\$34,088.00
857 Declan Road	Deck Amendment	\$206,000.00
851 Declan Road	Deck Amendment	\$184,000.00
847 Declan Road	Deck Amendment	\$184,000.00
843 Declan Road	Deck Amendment	\$206,000.00
318 Graceford Drive	Fence	\$3,500.00
51 Liberty Street	Solar Panels	\$40,861.00

Total: 10

\$922,012.00

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; 12 Newton Road – New Building; 783 W Bel Air Avenue – Alteration; 48 Aberdeen Avenue – Screen Room Addition; 630 3rd Street – Carport, 36 Lewis Drive– Front porch; 110 S Philadelphia Blvd. – Renovation; 949 Beards Hill Road – Alteration; 320 S. Law Street – Deck; 949 Beards Hill Road – Roof Alteration; 957 Swilken Bridge Road – Solar Panels; 3738 Churchville Road – Tenant Fit-Out; 852 Forgans Drive – Solar Panels; 42 Polk Street – Solar Panels; 31 Pritchard Avenue – Solar Panels; 759 Custis Street – Basement Gutter/Pump; 707 Sagebrush Loop – Deck; 402 Chadsworth Court – Solar Panels; 31 Lincoln Avenue – Solar Panels; 25 Lincoln Avenue – Solar Panels; 24 Pritchard Avenue – Solar Panels; 35 Lincoln Avenue – Solar Panels;

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 – 273.
Total # of permits released: 262 (86 SFD/176 TH)
Total # of Type I Certificates of Occupancy released – 13.
Total # of Type II Certificates of Occupancy released – 232.

C. Department of Public Works (DPW)

1. City Engineering & Administration

City Engineer

Project	Task	Notes
Reserve at Greenside	APFO Agreement	Signed APFO Agreement needs to be executed.
	APFO Considerations	Evaluate sewer improvements timeline per APFO recommendations.
	SPS	Plans rc'd 7/6/2026 for final approval. Under review @JonEly
	Phase 1B RDSD WS Review	Comments to be provided by 7/31/2026
	Phase 1A SWM	Plans rc'd 7/17/2026 for review
	Phase 2 SWM	Plans rc'd 7/24/2026 for review
	Phase 2 RDSD WS	Plans rc'd 7/29/2026 for review
	Phase 1A RDSD WS	Plans rc'd 7/29/2026 for final approval
Festival Square	APFO Agreement – Utility improvements	Project pending signed APFO Agreement
110 Bouzarth Lane	It is a public road 443-206-0588	Email request
900 Beards Hill Road	AMI - requesting SWM waiver	No resolution provided to client.
Cranberry Run	Review of Old Philadelphia Rd Improvements	Meeting to discuss 8/11/2026
489 Beards Hill Road	D&U Easement Question	Lawyer's meeting.
Argonne Drive	SD Outfall on Telestar Way	Email request from Harford County 6/3/2026
Aberdeen XChange	Final signature approval	Awaiting submission from Frederick Ward for final approval.
Rutter's	Rutter's RDSD As-Built	Under review for project closeout.
Walmart	SWM	Plans rc'd 7/7/2026 awaiting 3 rd party reviewers
19 W Bel Air Avenue	WC IWS GT review	
MS4	FY27 MS4 Permit	Follow-up on scope of services for FY27 MS4
Chick-Fil-A Drive Thru	PWA & SWM Maintenance	Executing City signatures for recordation.
Fields of Aberdeen	ESC/SWM Permit Renewal	Plans rc'd 7/29 for permit renewal.
Harford County WS	Fall 2026 updates to public water and sewer utilities	Chris Dombeck.

Program Manager

- 22-05 I-95 Water Tower – Tank is full and holding water for disinfection and testing period. SWM facility inspected by City staff and final approval under review. Awaiting results of Bact and VOC tests.
- 22-18 Swan Meadows Utilities – EPA has final revisions of bid package. Awaiting EPA approval to re-advertise.
- 23-07 WTP PFAS Upgrade – GHD site visit scheduled for 8-13-26. 90% plans are expected by October. MDE permitting ongoing.
- 24-02 Lead Service Line Inventory Compliance – Maintenance staff is testing pitting locations on GHD field validation list. 68 out of 177 completed.
- 26-03 Sewer Rehabilitation – Lining scope for FY26 complete. Scope for second contract year sent to Insituform for confirmation of total pricing. Contracts to be sent for execution once pricing is confirmed.
- 26-04 South Drive Sewer Interceptor – DXI began construction 7/31/26 on James Ave. Excavation is ongoing.

- 26-05 WWTP Primary Clarifier #2 – Timeline received. Surveying complete. Submittal and specification of equipment in progress. Manufacturer estimates delivery March 2027.
- 26-06 WWTP Final Clarifier Resurfacing – Pre-con held 8-5-26 and contractor authorized to proceed. Anticipated start date: 9-8-26. Completion is expected by mid-November.
- 27-02 Aberdeen Hills Waterline Phase 2 – Memo to council issued for August 10 meeting recommending award to DXI as low bidder.
- Additional Water Source Exploration – Kick-off meeting held with GTA 8-6-26. Consultant will start with document retrieval and review. City shared GIS data and historical files from server. GTA will file information requests with other agencies to begin records review.

Code 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 27. U&O Inspection for lot 0. WM inspections for lot 59. Sediment controls weekly inspections. Builder pre-start inspections. Water vault inspections. Use and Occupancy inspections.

Fields of Aberdeen

- ESC inspection. Corrections needed. Completed report. All lots are completed. Site activity has become dormant.

Wash X

- ESC inspection. In compliance. Building construction is complete. Temporary type 1 U&O inspection and report is completed.

MISC

- 500 Market Street – In compliance. The site is inactive.
- 705 Everist Dr pre-start inspection for driveway.
- FY26 HUF concrete work continues on Dorsey St and Edmund St.

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

- FY26 HUF – The City contractor has begun to complete the remaining FY26 work. They started on Dorsey Street.

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

- 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. Work continues.

Code Enforcement

- Calls – 13 – Emails - 28
 - Courtesy Fliers posted -0.
 - Active cases – 54: Followed up on 9 active cases.
 - Closed Cases – 5
 - Letters sent this week – 10.
 - Active high grass cases – 17
 - Closed high grass cases – 7.
 - Active Sewer Cap Cases – 28 Letters sent – 0 Followed up on – 0 Closed Cases – 0
 - Active Smoke Testing cases – 2 Cases closed – 0 Follow up - 2.
 - Sink holes near sewer laterals – 6 Follow up - 0.
 - Violations posted – 10
 - Citations written – 0.
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- 217 Carol Ave spoke with property owner and gave him till 2026-07-31 to have property cleaned up. I informed him that we will contact our contractor for an estimate if not done. In progress.
 - 700 Maxa Rd Code Compliance sent out a final notice letter for tying into city sewer, one certified, one regular. Met Chavis Septic Services to go over what needs to be done to tie into city sewer system. Received an email informing the city they met with Civil Utility to get drawing to submit to an engineer to approve work that need to be done, they ask for an extension date of 2026-08-31.... 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, I informed the property owner I would like to close this case ASAP and told them I will check back on 2026-07-31 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

1. Water Meter Discrepancy Reconciliation

- **Objective:** Identify, clean, and resolve conflicting data records between the geographic database and the municipal billing system to ensure revenue protection and data integrity.
- **Key Actions:**
 - Investigate exceptions (e.g., active billing accounts missing a spatial meter location, or spatial meters without associated billing history).
 - Generated a target reconciliation report and created an excel sheet to find out 38 discrepancies of multiple addresses have been assigned to different meters.

2. Interactive Zoning/Land use map

Objective: Fix broken address locator

Key Action:

- Removed the dead MD Composite Locator
 - Added MD Multirole Locator
https://mdgeodata.md.gov/imap/rest/services/GeocodeServices/MD_MultiroleLocator/GeocodeServer
 - zoom scale 1:10,000 to match the old setting.

3. Capital Project CAD Data Ingestion (Field side Commons)

- **Objective:** Convert, clean, and append newly received engineering and site feature CAD datasets into the master municipal GIS layers.
- **Key Actions:**
 - **Field side Commons:** Fetch the standard utility and site plan CAD files, georeferenced the datasets, map the source drawing layers to local schemas, and append them into the utility layers of Sewer data.

DPW Administrative Assistant

Facebook/Instagram

- Posted re: Grand Opening of the Goddard School
- Posted re: Aberdeen 250 Meeting on 8/4
- Posted re: America 250 Block Party Grant
- Posted Yard Waste Collection Day for 8/8
- Posted (2) DPW employment opportunities
- Posted (2) DPW employment opportunities in 75 other group pages.
- META Data Analysis (June 6 – August 2, 2026):
 - **Views = 58.6k** (The number of times your content was played or displayed. Content includes videos, posts, stories, and ads.)
 - **Follows = 57** (The number of times accounts followed you.)
 - **Visits = 2.5k** (The number of times your Page or profile was visited.)
 - **Interactions = 418** (The number of likes or reactions, saves, comments, shares and replies on your content, including ads. Content can include formats such as posts, stories, reels and more.)

Canva

- Redesigned bottom banner for website home page.
- Created 3 designs to advertise the Mayor's block party grant.
- Designed August Yard Waste flyer.
- Designed new Maintenance/Utility Worker flyer.
- Designed new Water and Wastewater Plant Operator flyer.

New Website

- Updated South Drive Sewer project.
- Fixed WWTP address
- Fixed typo on Victory Street park page
- Uploaded new bottom banner on home page.
- Added Aberdeen 250 street logo the meeting announcement.
- Changed forms on Engineering Docs and removed duplicate docs.
- Linked Commercial Wastewater Survey Form under Engineering docs.

- Rewrote the “Career Opportunities” blurb on the HR home page.
- Added water billing icon to the event posting about correcting water billing.

Utility Permits

- Permit 26-50 issued to Comcast for 643 Westwood Dr.
- Permit 26-51 issued to Comcast for 380 Center Deen Ave.
- Permit 26-52 was issued to BGE for 521 W Bel Air Ave.

Click-2-Fix

- Sent request to Maryann for 759 Everist - chipper.
- Sent request to Maryann for 531 Second - chipper.

Finance

- Processed 11 invoices for payment totaling \$204,081.71.
- Submitted 5 requisitions totaling \$196,824.65.

Misc.

- Made special check disbursement for \$300.
- Submitted DPW Weekly Activity Report for w.e. 07.31.26.
- Ordered new business cards for Bob B.
- Scanned/saved Project 27-02 Aberdeen Hills Waterline Ph2 Bid Packages
- Ordered Brian S. new iPhone and Otterbox case.
- Reconcile trash and recycling receipts for July.
- Put copies for Yard Waste Fliers, 2 new job postings, copies of the 250 Grant Flyer w/ applications at front desk.

2. Maintenance Division

Buildings and Grounds

- Responded to 22 service requests.
- Provided chipper service for 30 residents.

Streets and Stormwater

- Repaired the storm drain inlet behind 11 Aberdeen Ave.
- Checked 1,051 storm water inlets and cleaned 95, removing approximately 1,000 Lbs. of debris.
- Performed roadside cutting to 1,887 LF and cleaned trash from 1,887 LF.
- Removed fallen tree from storm water swale behind 44 Graceford Drive.
- Replaced 4 temporary roadway patches with 11 tons of hot mix asphalt.
- Replaced 10 LF of curbing at 162 E. Deen St.
- Replaced 8 LF of sidewalk at 326 Post Rd.
- Repaired 8 potholes.
- Filled holes and re-graded stone access road to the well fields.

Water and Sewer

- Responded to 6 requests for service.
- Replaced a 5' section of 2" water main near 535 S. Philadelphia Blvd.
- Repaired a 2" water main on Coralee Ct.
- Installed 6 residential water meters.
- Cleaned 5,170 LF and CCTV inspected 2,819 LF of sewer main.

Fleet

- Scheduled Repairs: 3
- Emergency: 9
- Services: 1 APD: 4
- Unit 37 – Backhoe – Out of service due to lack of power. Sent to Vendor.
- Unit 76 – APG Maintenance flat bed – Out of service – front wheel bearings-In house.
- Unit 118 – Sent to Plaza for warranty work.

Department Staffing

- 7 openings in Maintenance.

3. Water/Wastewater Plant Operations

- COA WWTP treated 14.8 million gallons.
- APG WWTP treated 3.0 million gallons.

Water Treatment Plant

- COA WTP treated 7.0 million gallons, does not include purchased water.
- APGN WTP treated 6.4 million gallons.
- 10 routine bacteriological samples collected and analyzed.
- Started fill process of City 95W water tower. Tower will remain isolated until required MDE samples are collected/reviewed and submitted.
- City production Well #15 repairs on going.
- APGN water tower 5116-B scheduled to be drained for bowl washout and inspection starting August 6.

Department Staffing

- Six operator vacancies.
- One plant mechanic vacancy.
- Four after hour service calls.

Superintendents

- Assistant superintendent on AL.
- Reviewed and approved one APGN “Request For Discharge” that was received from Garrison Environmental Division.
- City/APGN water plant July monthly operating reports reviewed and approved. Reports submitted to MDE.
- APG contract hours 6.
- Pre-construction meeting for Capital WWTP FC #1 remediation.

D. Human Resources Department

Current Posted Openings – 16 total

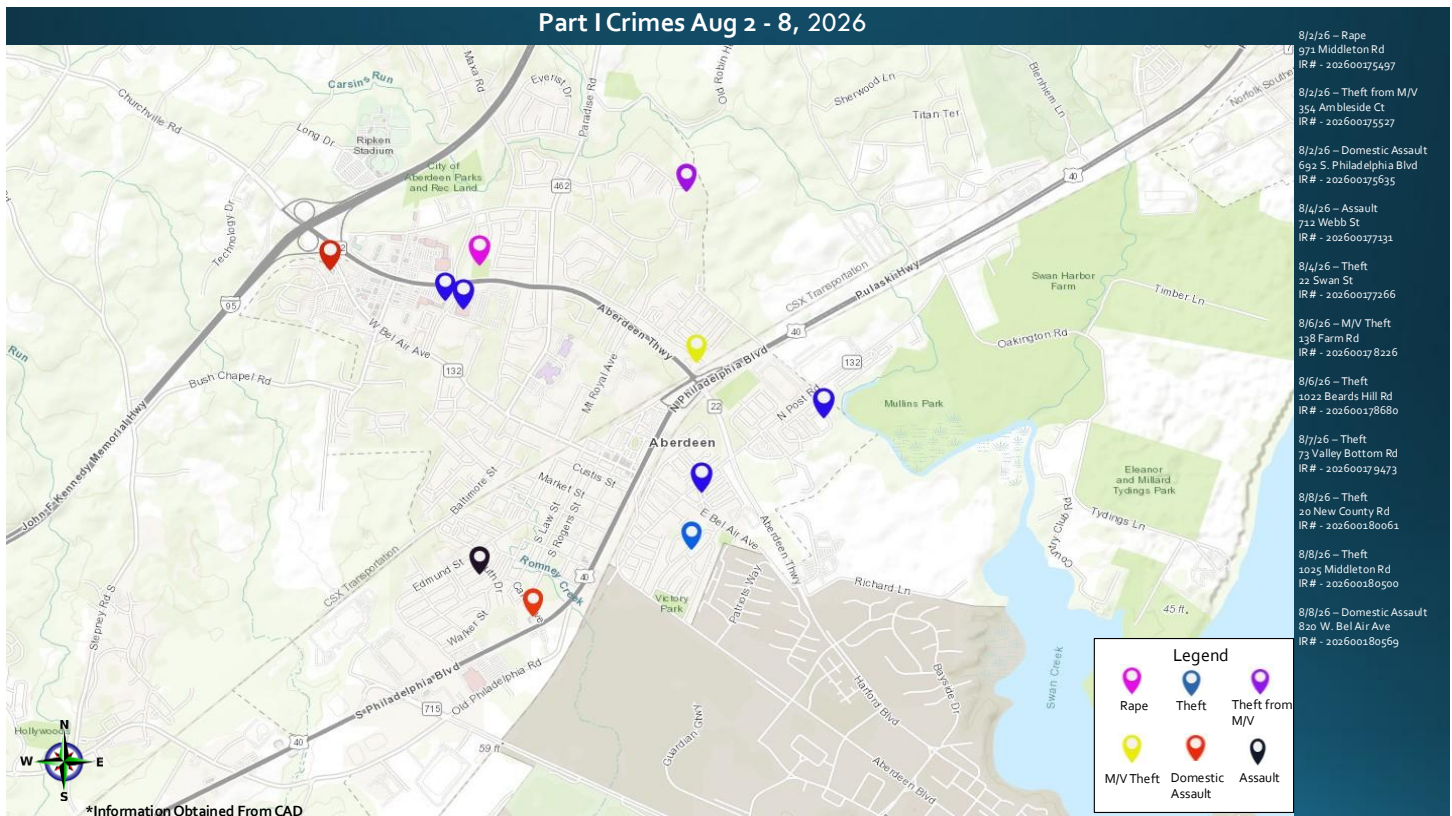
- APG Maintenance Shop – 1 -Foreman, 1 Maintenance Worker
- DPW Maintenance Shop – 6 - Maintenance Workers
- W/WW – 6 Operators
- APD Sworn – 2 Officers

-1 Lateral Officer started on 8/3; a Recruit starts on 8/17.

-2 Crossing Guard position offered, start date pending.

II. Aberdeen Police Department (APD)

A. APD Calls for Service



APD Calls for Service

Aug 2 - 8, 2026

Total Call for Service/Events Works - 625

Patrol Checks - 167

Community Policing Detail - 3

Foot Patrols - 94

Eastern District Incidents

- Theft - 3
- Vandalism - 1

Central District Incidents

- Assault - 2
- Vandalism - 1
- Fugitive - 1

Western District Incidents

- Suspicious Activity - 1
- Rape - 1
- Theft - 3
- DUI - 2
- Unattended Death - 1
- M/V Theft - 1

- Fugitive – 1
- Assault - 1

Arrest July 26 – August 1, 2026

Adult Arrest

202600168302	7/24/26	Warrant
202600168413	7/24/26	Warrant
202600169389	7/25/26	DUI
202600170120	7/26/26	Disorderly
202600170447	7/27/26	Warrant
202600170873	7/27/26	Trespassing
202600174601	8/1/26	Warrant
202600175750	8/1/26	MDOP

Juvenile Arrest

202600169818	7/26/26	Assault/MDOP
202600175014	8/1/26	Disorderly

B. Weekly Traffic Report

Aug 2 - 8, 2026

Traffic Stops

135 Stops/Contacts

64 State Citations

149 Warnings

11 Safety Equipment Repair Orders

2 DUI

Crashes (Reportable, PI/PD)

2 (0 Property Damage, 2 Personal Injury)

SMART (Speed Monitoring Awareness Radar Trailer)

- Aberdeen Thruway E / Mt. Royal Avenue.
- Aberdeen Thruway W / Mt. Royal Avenue.

STATTRAK

- N/A

C. IT

- 48 Miscellaneous user/computer issues
- Daily surveillance camera check
- Daily firewall inspection and report
- Weekly PMI backup checks
- Telnyx outage
- Internet outage
- PMI monthly backup
- Scan to email service reset.
- ID create x3.
- Email distribution group removal.
- System contacts update x3.
- LPR trailer deployment x2
- Attend Italian festival planning meeting.
- Meters 8 configure x1.
- MDT deploy x2.
- Medina AD account create.
- PDMS AD synch
- CALEA proof submission x1
- Attend PACK community policing shopping event.

D. Accreditations

Proofs of Compliance

Processed and filed 137 documents in PowerDMS.

New Employees

Processed New Employees – Entered them into the Employee List, Entered them in PowerDMS, Updated Personnel Organizational Chart

E. Administration

Administrative Corporal

Fleet

Unit 210 – Batteries were replaced and returned to Lt. Tomlinson at APD.

Unit 206 – DPW was test driving it while in shop and the transmission blew. It was towed to Al Packers.

Unit 204 – shifting poorly. Will schedule when we get our pool cars back in service.

Unit 212 – Needs to go to Al Packer for transmission. Being picked up for evaluation.

Contacted the new car wash for a quote for our fleet. In negotiations.

Unit 201 – Still at Al Packer. Need Repairs. Additional repairs were noted that cannot be done by DPW. Captain Reiber approved all repairs in the Chief's absence.

Issued 219 to Culshaw.

Issued 231 to Zamora (his transmission is bad)

Issued 235 to new lateral Edwards.

Unit 231 – Totaled. Tags will be returned by Ofc. Buettner and a receipt will be obtained. Tags were given to Ofc. Buettner.

Negotiated price with WASHX at the Aberdeen Car Wash of \$16.95 per month per vehicle. The proposal was submitted to Captain Reiber for approval. An email was sent to all officers that they can use the car wash free this week if they would like to try it out.

Checked on the status of vehicle plates at Image360.

Unit 203 – Set up for combative transports only. On back lot of APD. Divider was removed by DPW after I met with them to ensure they have the tools to remove it.

Grants

MCIN – We will be receiving 20k for this year's funding.

Documents uploaded on portal for GVRG. Estimates for equipment are forthcoming.

Estimates for GVRG were received and submitted via our procurement policy. We are waiting to receive the funds, and a requisition will be released for purchase.

Community Policing / Relations

Emailed all officers for the overtime. Additional manpower needed on September 5th from 0700 – 1300.

Attended Highland Commons Community Meeting. Discussed group participation next year for the backpack/school supplies giveaway.

Linked Dom at Highland Commons with Monique of the LEAD Program requesting her attendance at the next meeting for a Q&A.

Attended the National Night Out Event. Prepared all handouts and set up for the event.

Bookbags/school supplies were purchased and donated. Count is 48 to hand out for August 19 community event at Victory Park.

Requested Chic fil a logo so that we can give them a shout out on social media for always supporting our community.

Arrangements for food have been made for August 19th. Pizza from Pat's and Chic fil a.

Personnel

Submitted training documents for myself to Instructor Certification.

Directed Off. Edwards on details while he is awaiting recertification.

Submitted ACP for Off. Edwards to MPCTC.

Det. Welsh and Howard do not have 8-point hats yet. Reminder sent to Captain Reiber. He will have Lt. Persuhn get an inventory from her division.

Reviewed potential new recruits' CVSA exam and discussed findings with Det. Garrett.

Notified the commission to contact Rachel and Captain when Justin Edwards is recertified.

PoliceOne Trainings were sent out.

Miscellaneous

Uploaded and transferred CALEA files. Worked on finding CALEA files. Completed Year 1.

Met with Erick Stone and worked on CALEA.

Equipment inventory label for bp equipment. Sent to Captain for inventory records.

PIO postings.

Signed PowerDMS

Skills Manager Updates

Entered training into Skills Manager.

Scanned documents for CALEA.

Cretaro was having issues with his portable. He was able to get the location repaired at the radio shop.

Scanned documents for personnel files.

Notified of court case. Confirmed my presence needed.

Notified all in reference to the FirstNet suspicious incident.

Processed, approved, and scanned invoices.

Completed K9 Inspection at Ofc. Epps home and all documents required.

Community Safety Specialist Rodney Thomas #554

08/03 Monday:

- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at the Beards Hill Shopping center for foot patrol.
- Arrived at the Police Station to perform office duties for my supervisor.
- 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.
- Arrived at the Police Department until the end of my shift.

08/04 Tuesday:

- National Night Out.

08/05 Wednesday:

- Arrived at Festival Park to conduct a foot patrol of the area.
- Canvassing East Side for APD community event on Aug 19 and businesses for food donations.
- Arrived at the Police Station until the end of my shift.

08/06 Thursday:

- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at the Aberdeen Marketplace Shopping center.
- Canvassing businesses for food donations for community event on Aug 19.
- 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.
- Arrived at the Police Department until the end of my shift.

08/07 Friday:

- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at W. Bel Air Ave for foot patrol.
- Arrived at the Aberdeen Marketplace and Beards Hill Shopping center 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.
- Arrived at the Police Department until the end of my shift.