City of Aberdeen
Weekly Report
May 04 – 10, 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	$	103,228
2. Capital Projects Fund		0
3. Water & Sewer Funds		129,452
4. Stadium Fund		0
Total	$	232,680

Disbursements for the week were:

1. General Fund	$	501,226
2. Capital Projects Fund		29,974
3. Water & Sewer Funds		142,680
4. Stadium Fund		0
Total	$	673,880

Significant Receipts:
N/A

Significant Disbursements:
Payroll $505,26.

b. DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

The following activities and actions took place this week:

- Mrs. Grover and Ms. Ward reviewed comments from the MDOT MTA staff on the draft Request for Proposal for the Aberdeen TOD Station Square Project and we will be making additional revisions to the Request for Proposal.
- Mrs. Grover and Ms. Ward completed their information and submitted the Cost Benefit Analysis for The Reserve at Greenside to Mayor McGrady and the other Department Heads for review and completion.
- Mrs. Grover and Ms. Ward prepared the agenda and supporting documents for the scheduled Planning Commission meeting in June.
- Mrs. Grover attended the Planning Directors quarterly meeting that was held at City Hall with the new Planning Director from the City of Havre de Grace, outgoing Director for Harford County, and the Planning Director for the Town of Bel Air.
- Mrs. Grover reviewed revised comments from MDOT SHA on the revised Traffic Impact Study for The Reserve at Greenside and forwarded those to the Planning Commission.
- Mrs. Grover and Ms. Ward worked on the draft amendments to the Development Code and prepared a draft on open space and recreational requirements for review.
- Mrs. Grover updated the MD DHCD grant activities spreadsheet for all active grants – Community Legacy, and Community Placemaking.
- Ms. Ward is working on the meeting minutes for the ARC and Planning Commission.
- Mrs. Grover and Ms. Ward attended a meeting with Zoom Prospector to determine if this service is needed.
- Reviewed agenda items for City Council meeting and prepared/reviewed draft Ordinance for TOD Business Incentives and acquisition of 20 Howard Street.
- Provided information on the fee schedule, site plan review process and building permit process with Joe Rosensteel, General Manager with AMI Complete Door Solutions. AMI is proposing an 11,000 square foot addition at 900 Beards Hill Road.
- Building Permit Activities:

Permits Processed – Residential

Address	Type	Value of Construction
907 Joyce Ct	Fence	$ 10,752
453 W Bel Air Ave	Solar Panels	$ 16,064
3660 Gratitude Way	Interior Reno	$ 3,500
110 Baltimore St	Shed	$ 6,000
610 Pinehurst St	Fence	$ 12,000
785 Everist Dr	Cover Deck	$ 21,261
868 Forgans Dr	New SFD	$ 227,000
3500 Amber Way	Concrete Patio	$ 3,500
Total: 8		$ 300,077

Permits Processed – Commercial

Address	Type	Value of Construction
3680 Adamson Way	Retaining Walls – Goddard School	$ 273,440
Total: 1		$ 273,440

Permits Issued this Week:

Address	Type	Value of Construction
710 Springbok Dr	Deck	$ 20,700
769 Cronin Dr	Solar Panels	$ 8,464
907 Joyce Ct	Fence	$ 10,752
453 W Bel Air Ave	Solar Panels	$ 16,064
3660 Gratitude Way	Interior Reno	$ 3,500
210 Research Blvd	Tenant Fit-Out Tech X – Permit Amendment	$ 37,000
645 S Philadelphia Blvd	Walmart – Interior Reno – Permit Amendment	$ 1,000,000
785 Everist Dr	Cover Deck	$ 21,261
Total: 8		$ 1,117,741

Amended Permits:

944 Poppy Dr – change deck size

946 Poppy Dr - change deck size

935 Poppy Dr - change deck size

645 S Philadelphia Blvd – Walmart – revised plans

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

3680 Adamson Way – Goddard School; 3611 Balaton Dr – Solar Panels; 769 Cronin Dr – above ground pool; 719 S Philadelphia Blvd – interior reno to create lounge area; 320 S Philadelphia Blvd – Tenant Space – Mavis Tires & Brakes; 210 Research Blvd- Tenant Space for TechX; 715 Falcon Ln – Solar Panels; 603 W Bel Air Ave: interior/exterior renovations;

The Preserve at Gilbert Meadows:

176 Total lots

Total # of Permits Applied for – 145

Total # of permits released: 136 (74 SFD/62 TH)

Total # of Type I Certificates of Occupancy released - 17

Total # of Type II Certificates of Occupancy released - 88

Aberdeen Overlook

344 Total Lots

Total # of Permits Applied for – 184

Total # of permits released: 182 (44 SFD/138 TH)

Total # of Type I Certificates of Occupancy released – 3

Total # of Type II Certificates of Occupancy released – 94

c. DEPARTMENT OF PUBLIC WORKS

No report this week.

d. HUMAN RESOURCES DEPARTMENT

Current Openings – 13 total

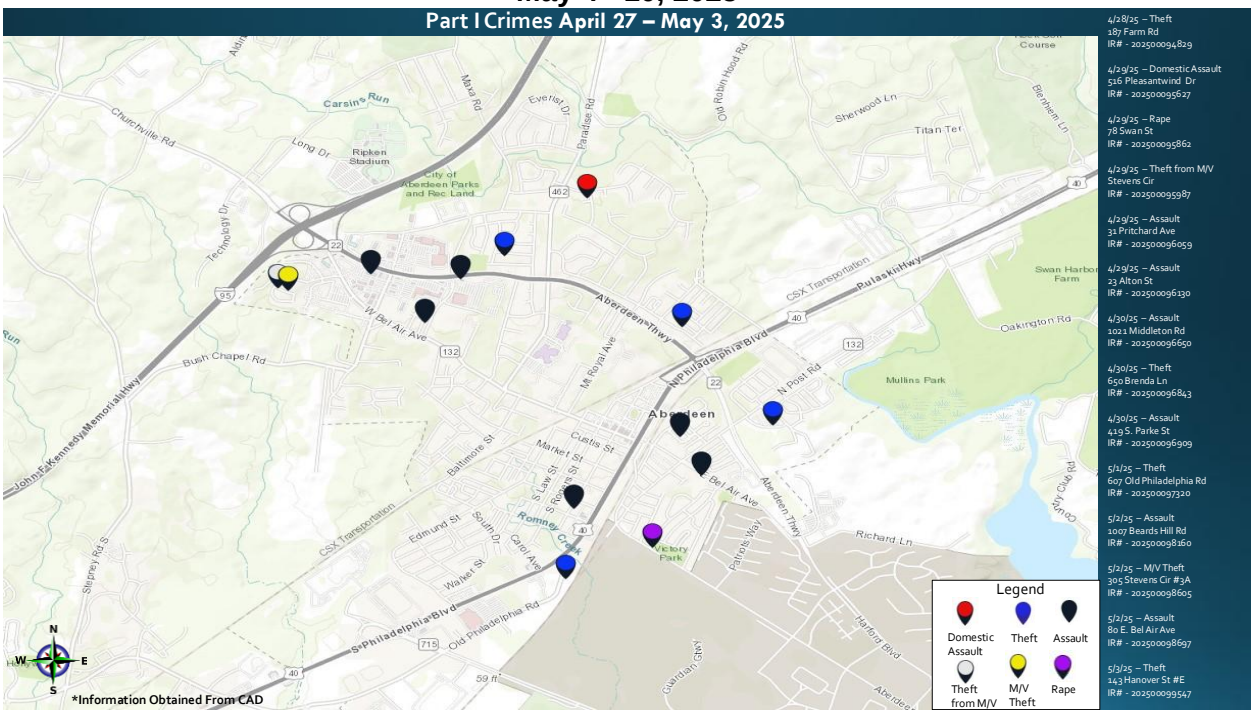
- APG Maintenance Shop – 1 Foreman, 1 Maintenance Worker
- DPW Maintenance Shop – 1 Maintenance Worker
- W/WW – 1 Facility Worker, 3 Operators
- APD Admin Technician – 2
- Crossing Guard – 3
- DPW Deputy Director/Program Manager – 1

Payroll

Period Ending 5/3/2025	**# of Hours**	**Payroll Amts**
Regular	12,246.50	$440,319.15
Overtime	384.50	$18,600.64
Vacation	693.23	$19,002.23
Sick	434.00	$13,170.00
Personal	259.00	$7,108.95
On-Call Overtime	153.00	$7,395.02
Patrol Holiday	20.00	$645.44
Holiday	16.00	$335.36
Comp Time	59.50	$1,859.13
Court On-Call Overtime	32.50	$1,806.82
Call-In Overtime	31.50	$1,354.34
Shift Differential		$1,539.00
Vacation Payout (2)		
TOTAL PAYROLL	14,330	$513,136.08

II. ABERDEEN POLICE DEPARTMENT (APD)

APD WEEKLY REPORT
May 4 - 10, 2025



APD Calls for Service

April 27 - May 3, 2025
Total Call for Service/Events Works - 649
Patrol Checks – 154
Community Policing Detail – 33
Foot Patrols – 49
Bike Patrols - 13

Eastern District Incidents

Protective Order Violation - 1
Theft – 1
Assault – 2
Rape – 1
Missing Person - 1

Central District Incidents

Fugitive - 2
Theft – 1
Protective Order Violation – 1
Missing Person – 3
Assault – 1
Trespassing – 1
Suspicious Activity - 1

Western District Incidents

Assault – 4
Theft – 3
Disorderly – 1
Vandalism – 3
Trespassing – 1
M/V Theft – 1
Fraud - 1

Arrest April 27 – May 3, 2025

202500095660	4/25/2025	Assault
202500095452	4/28/2025	CDS
202500095452	4/28/2025	CDS
202500086956	4/28/2025	Assault
202500094698	4/28/2025	Vio. Of Probation
202500094910	4/28/2025	CDS
202400094910	4/28/2025	CDS
202500094910	4/28/2025	CDS
202400261192	4/28/2025	Sex Abuse of Minor
202500095201	4/28/2025	False ID to Officer
202500095997	4/29/2025	Viol. Protective Order
202500096130	4/29/2025	Assault
202500096333	4/30/2025	Theft
202500096883	4/30/2025	CDS/Trespassing
202500096883	4/30/2025	CDS/Trespassing
202500094438	5/1/2025	Viol. Protective Order
202500098566	5/2/2025	Trespassing

APD Weekly Traffic Report
May 4 - 10, 2025

Traffic Stops

90 Stops/Contacts
55 State Citations
135 Warnings
5 Safety Eqt. Repair Orders
0 DUI

Crashes (Reportable, PI/PD)

5 (3 Property Damage, 2 Personal Injury)

SMART (Speed Monitoring Awareness Radar Trailer)

- N/A

STATTRAK

- N/A

IT

- 23 Miscellaneous user/computer issues
- Daily surveillance camera check
- Daily firewall inspection and report
- Weekly PMI backup checks
- Win 11 upgrade x1
- Thomas AD removal
- Atten system source quarterly meeting
- Machine patching x3

ACCREDITATION

This Week 5/4-10/2025

Accreditation Proofs of Compliance

Located, processed, and filed Incident Reports in PowerDMS

Assessment Files still Open

Date	Year 4 - OLD	Year 1	Year 2	Year 3
5/9/2025	**35**	**115**	**240**	**691**

While filing proofs of compliance, discovered procedural changes and improvements, prompting need to update and revise policies listed in this report. Also, discovered documents that did not necessarily make good proofs of compliance. Removed them and replaced, if needed, thus the change in numbers of open files.

Property & Evidence and CDS Evidence Audit – sent reminder with forms 84.1.6c – due in May

PEIS Policy – Rewriting to comply with current practices

Ch 05.13 Personnel Early Identification System

Traffic Policy

Ch 25.02 Direction and Control – Updated procedures applicable during periods of adverse road and weather conditions (CALEA 61.3.2) to concur with current practices.

Planned Next Week 5/11-17/2025

Accreditation Files

Work with Chief to close all standards years 4-1-2-3 before Mock Assessment, May 27-31.

Juvenile Policies – Update, amend, and revise

Ch 28.06 Juvenile Offenders – Amend section on diversion. (CALEA 44.2.1c)

Ch 43.15 Juvenile Programs (Prevention and Diversion) – Update all Links; revise program goals; reorganize sections addressing crime prevention programs; add LEAD diversion program procedures (CALEA 44.2.1c)(CALEA 1.2.8)

Information Technology Policies – Update to comply with current practices

Remove duplicate procedures, write account management procedures for our Department IT Specialist to verify.

Ch 10.01 Remote Access

Ch 10.02 Computer Account management

Ch 37.02 Mobile Data Terminals

Affected CALEA Standards: 110404, 410307

And Beyond

New CALEA Standard 41.3.10 In-Car and Body-Worn Audio Video Reviews

Finish writing Policy Audio & Video Reviews (additional 12 proofs of compliance due 2026)

CALEA CIMRS (CALEA Information Management & Reporting System)

fill in the Policy, Procedures, & Practices Updates.

EEO Plan

Write the Plan for CALEA 31.2.3 The agency has an equal employment opportunity plan.

Traffic Policies – Awaiting Final supervisor review before request for General Order

Ch 25.05 Selective Enforcement
Ch 25.10 Speed Checking Devices
Ch 25.11 Traffic Offenses Involving Alcohol and Drugs

Criminal Follow-up Investigations and Victim/Witness Follow-up Investigations

Verify updated procedures
Ch 27.02 Preliminary and Follow-up Investigations
Ch 27.07 Assistance to Victims and Witnesses
Add references as Endnotes Each Standard with Types of Proofs of Compliance.

ADMINISTRATION

- **FLEET**
  - Scheduled Unit #227 @ Global Public Safety re: update docking station
  - Unit #237 towed to DPW by Thompsons
  - Ferrell Fuel re: Return Thomas gas key
  - Monthly Vehicle Inspection Forms
  - Preparing next Vehicle Maintenance Cycle

- **COMMUNITY POLICING/RELATIONS**
  - Updating Community Policing Event Log for 2025
  - Updated 2025 Ironbirds Game Coverage details on PACE
  - Posted OT Detail @ Stadium re: Your Mind Matters event

- **GRANTS**
  - Contacted Sun Jang @ GOCCP re: GAN PACT 2025
  - Inquired about BVP Grant opening

- **TRAINING**
  - Entering training in Skills Manager personnel profiles
  - Training Cpl. Mowery on Administrative Corporal duties
  - Administered Annual PHYSAG Testing
  - Received MPTC Approval for 2 In-Service Course Applications
  - Issued equipment to Recruit Wangu
  - Assisted Recruit Cross re: issue w/BVP
  - Contacted Chief Erick Stone re: CPR/First Aid Certification Training
  - Contacted Blue Peak re: Skills Manager Training for Mowery

- **CALEA**
  - Nothing to report

APD 24 HOUR REPORT

Date of Incident: 5/11/2025

Incident Type: Home Invasion/Aggravated Assault

Incident Report Number: 202500106205

Location of Incident: [redacted] Aberdeen, MD, 21001

Reporting Officer: Ofc. Saraiva K9A153

Synopsis of Events:

Officers responded to [redacted], regarding a reported burglary involving a firearm. Upon arrival, officers observed a sweaty w/m matching the description of the suspect walking near the victim's apartment. The suspect, later identified as [redacted], attempted to flee on foot. A brief foot chase ensued resulting in [redacted] being detained and then placed under arrest. [redacted] was alleged to have entered the apartment of our victim, [redacted], before pointing a black handgun at him and threatening to kill him if he could not see "[redacted]". Our victim advised [redacted] had a black book bag with him during the incident, as well as a white t-shirt, both of which were absent upon his arrest. K9 Marco and Ofc. Saravia conducted an article search of the surrounding area with the assistance of Sgt. Hoffman and HCSO Deputy Jennings, who deployed his drone. K9 Marco located a black windbreaker, which [redacted] admitted was his. The jacket was found outside of the open-air garage located between the Harford bank and Harford lanes bowling alley. Contact was also made with the owner of the building located across from the location the jacket was recovered from, who will be checking their cameras in the morning. A follow-up will be conducted in the morning in an attempt to locate the items inside the location.

APD 24 HOUR REPORT

Date of Incident: 5/7/25 – 5/8/25

Incident Type: Assault by pointing / Firearm/CDS possession / Warrant Arrest

Incident Report Number: 2025-103639 & 2025-103731

Location of Incident: [redacted]

Reporting Officer: Lightner & Helf

Synopsis of Events:

On 5/8/25 Det. Lightner received information from an anonymous citizen who had Ring camera footage of an assault that occurred in front of [redacted] around noon on 5/7/25. Footage showed two black males arguing when one produced a handgun and made threats to shoot the other. Det. Lightner immediately recognized the male with the gun as [redacted] and began an investigation. The investigation revealed that [redacted] had ties to two apartments at [redacted].

A short time later, Sgt Helf observed [redacted] walking in the area of [redacted]. SOU and patrol officers responded to the area and detained [redacted] after he exited E&B Food Mart. No firearm was initially recovered from [redacted]. SOU and CID then responded to [redacted] and made contact at both apartments. During a consent search of apt [redacted], Det. Douglas recovered a Smith and Wesson 9mm pistol on the ground outside the window to [redacted]. The gun looked identical to the firearm used by [redacted] in the Ring video. The two occupants of the apartment were identified as [redacted] and [redacted]. [redacted] admitted to throwing the gun out the window when officers arrived, but claimed the gun belonged to [redacted]. [redacted] initially provided multiple fictitious names to Sgt. Helf before being identified. He is prohibited and was arrested for hindering and related firearms charges. [redacted] had an active warrant through HCSO and was also arrested.

When [redacted] was being transported to APD, she saw a male walking on Post Rd, whom she identified as the person [redacted] had been arguing with the previous day. Officer Johnson relayed the information on the radio and Sgt. Helf responded to the area. When Sgt Helf approached the male, he fled from police. After a brief foot pursuit, officers apprehended him on [redacted]. He was identified as [redacted] son, [redacted]. [redacted] was also positively identified as the victim whom [redacted] had threatened with a firearm the previous day. [redacted] was in possession of crack cocaine, and a baggie containing 14 grams of cocaine. He was also arrested (related IR 25-103731).

[redacted] was charged with 1st degree assault and related firearm offenses, as he is also prohibited from possessing a firearm.

APD 24 HOUR REPORT

Date of Incident: 5/5/2025

Incident Type: Stolen MV

Incident Report Number: 202500101119

Location of Incident: [redacted]. Aberdeen Md. 21001

Reporting Officer: Ofc. Saraiva

Synopsis of Events:

On May 5th, 2025, at approximately 2056 hours, Officer Saraiva was dispatched to [redacted], and met with the victim, who was identified as [redacted]. [redacted] advised that he went to [redacted] to pump air into his tires and was filling up air on the passenger side of his vehicle ([redacted]). A witness on scene, identified as [redacted], was sitting in his car in the parking lot next to [redacted] vehicle. [redacted] advised Officer Saraiva that he observed a white male having blondish hair wearing all dark clothing walking in the direction of their vehicles. [redacted] advised that the unidentified white male was carrying a brown bag containing a possible liquor bottle in his hand. Both the victim and witness both observed the unknown white male suspect get into [redacted] vehicle and drive the car off, leaving the parking lot towards Havre De Grace on Rte. 40.

Photos of the vehicle leaving the scene will be attached to the report. The air filling station is in a location out of view of security cameras. A BOLO was sent out through the Department of Emergency Services and the vehicle was entered into NCIC as stolen. The vehicle is equipped with an ignition interlock system.