City of Aberdeen
Weekly Report
May 11 – 17, 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:

Finance Department
Weekly Update
Week of 12 May 2025

Receipts for the week were:

1.	General Fund	$ 228,989
2.	Capital Projects Fund	0
3.	Water & Sewer Funds	263,682
4.	Stadium Fund	0
	Total	$ 492,671

Disbursements for the week were:

1.	General Fund	$ 265,206
2.	Capital Projects Fund	0
3.	Water & Sewer Funds	126,764
4.	Stadium Fund	7,500
	Total	$ 399,470

Significant Receipts:
Highway User Revenue $150,630

Significant Disbursements:
Medical Insurance Premium $221,220

Cash Balances as at 4/30/25:

1.	General & Capital Projects Funds	$24,084,444
2.	Water Fund	18,056,149
3.	Sewer Fund	11,682,177
4.	Stadium Fund	2,025,411
	Total	$55,848,181

Year-to-Date Financial Activities - July 1, 2024 through March 31, 2025

Below is the summary of the financial activities of the City, for July 1, 2024 through March 31, 2025.

General Fund
The General Fund collected $19.4 million of the budgeted annual revenue of $22 million. About $13.7 million was from property taxes. On the expenditures side, $16.3 million of the budgeted annual expenditure of $22 million has been utilized. About $9.6 million of the expenditures were for salaries and benefits, and $2.7 million was transferred to the Capital Projects and Stadium Funds.

Capital Projects Fund
For the Capital Projects Fund, there was a transfer from the General Fund of $2.2 million. Expenditures were $1.5 million; of which, about $855 thousand were for street resurfacing, and $514 thousand were for equipment.

Water Fund
Revenues for the Water Fund were $6.1 million of the budgeted annual revenue of $15.6 million. About $2.7 million was from capital connection charges. On the expenses side, $5.7 million of the budgeted annual expenditure of $15.6 million has been utilized. About $1 million were for salaries and benefits, and $2.7 million were for Capital Projects.

Sewer Fund
Revenues for the Sewer Fund were $6 million of the budgeted annual revenue of $11.3 million. About $2.7 million was from capital connection charges. On the expenses side, $3.1 million of the budgeted annual expenditure of $11.3 million has been utilized. About $1.6 million were for salaries and benefits, and $2 million were for Capital Projects.

Stadium Fund
For the Stadium Fund, there was a transfer from the General Fund of $439 thousand. Expenditures were $227 thousand.

REVENUES

Fund	Annual Budget	YTD Actual	Variance Better (Worse)
General Fund	22,065,241	19,455,423	(2,609,819)
Capital Projects Fund	7,381,305	2,250,282	(5,131,023)
Water Fund	15,593,028	6,096,487	(9,496,541)
Sewer Fund	11,307,935	6,031,494	(5,276,441)
Stadium Fund	689,300	660,883	(28,417)
Total Revenues	57,036,809	34,494,568	(22,542,241)

EXPENSES

Fund	Annual Budget	YTD Actual	Variance Better (Worse)
General Fund	22,065,241	16,319,829	5,745,412
Capital Projects Fund	7,381,305	1,510,481	5,870,824
Water Fund	15,593,028	5,724,583	9,868,444
Sewer Fund	11,307,935	5,297,843	6,010,092
Stadium Fund	689,300	227,098	462,202
Total Expenses	57,036,809	29,079,835	27,956,974

The annual budget amounts for all the funds were not prorated or adjusted for seasonal or periodic transactions, such as quarterly/ annual revenues and expenses for this report.

The revenue budgets for the Water and Sewer Funds include appropriations of Net Assets (Retained Earnings) of $6.1 million and $2.3 million, respectively, which are not reflected in the actual revenue amounts.

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 (3rd review) and additional revisions were made to the Request for Proposal.
- Ms. Ward prepared meeting minutes for the previous Planning Commission and Architectural Review Committee meetings. Agendas were also prepared for upcoming meetings.
- Attended the Planning Commission meeting on May 14, and the Commission recommended approval of the preliminary site plan for The Reserve at Greenside (881 residential units, 10,000 square feet of retail, 6,000 square feet of restaurant, and recreational amenities; they also recommended approval of the consolidated plat for the Goddard School. Both plans were recommended for approval to the City Council with conditions being addressed.
- Mrs. Grover and Ms. Ward prepared the agenda and supporting documents for the scheduled Planning Commission meeting in June.
- Mrs. Grover and Ms. Ward attended the Route 40 Business Association annual luncheon meeting.
- Ms. Ward attended the Maryland Department of Planning Roundtable meeting with Secretary Flora and staff.
- Mrs. Grover reviewed revised comments from Harford County and MDOT SHA on the revised Traffic Impact Study for The Reserve at Greenside and Goddard School and forwarded those to the Planning Commission. A meeting has been scheduled for an upcoming meeting with the developers, MDOT SHA and Harford County to discuss the Aldino Stepney Road and MD 22 intersection improvements.
- Mrs. Grover and Ms. Ward worked on the draft amendments to the Development Code and provided draft to Planning Commissioners for their review.
- Mrs. Grover updated the MD DHCD grant activities spreadsheet for all active grants – Community Legacy, and Community Placemaking. A request for reimbursement was submitted for 22 Howard Street.
- Began review on the Walmart Supercenter convenience store and fuel pumps; MDOT SHA is requiring a Traffic Impact Study.
- Attended project development review meeting with the City Engineer to discuss current developments in review and under construction.
- Mrs. Grover and Mrs. Horne completed and submitted two grant applications for the Main Street program to MD DHCD.
- <u>Building Permit Activities:</u>

Permits Processed – Residential

Address	Type	Value of Construction
623 Brenda Ln	Fence	$ not provided
879 Forgan's Dr	New SFD	$ 268,000
877 Forgan's Dr	New SFD	$ 259,000
10 Valley Bottom Rd	Handicap Ramp	$ not provided
573 Windsong Dr	Fence	$ 4,973
713 Sagebrush Loop	New SFD	$ 344,000
642 Andrews Rd	Interior Reno	$ 25,000
708 Walker St	Solar Panel Replacement	$ 499
96 Woodland Green Way	Deck	$22,700
Total: 9		$ 924,172

Permits Processed – Commercial

Address	Type	Value of Construction
744 S Philadelphia Blvd	Remove & Replace Antenna	$ 15,000
Total: 1		$ 15,000

Permits Issued this Week:

Address	Type	Value of Construction
3500 Amber Way	Concrete Patio	$ 3,500
946 Poppy Dr	New TH – Amendment	$ 184,000
935 Poppy Dr	New TH – Amendment	$ 184,000
944 Poppy Dr	New TH – Amendment	$ 206,000
800 Leni Way	New SFD	$ 216,000
868 Forgans Dr	New SFD	$ 227,000
219 W Bel Air Ave	Alterations - Amendment	$ not provided
623 Brenda Ln	Fence	$ not provided
10 Valley Bottom Rd	Handicap Ramp	$ not provided
320 S Philadelphia Blvd	Tenant Occupancy – Mavis Tire & Brakes	$ 0
573 Windsong Dr	Fence	$ 4,973
879 Forgans Dr	New SFD	$ 268,000
Total: 12		$ 1,293,473

Site Visits:

610 Pinehurst St – Corner Lot Fence Application

318 Edmund St – Corner Lot Fence Application

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

49 Liberty- solar panels; 3680 Adamson Way- 2 retaining walls; 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;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 - 89

Aberdeen Overlook

344 Total Lots

Total # of Permits Applied for – 185

Total # of permits released: 184 (46 SFD/138 TH)

Total # of Type I Certificates of Occupancy released – 3

Total # of Type II Certificates of Occupancy released – 95

c. DEPARTMENT OF PUBLIC WORKS

Nothing to report this week.

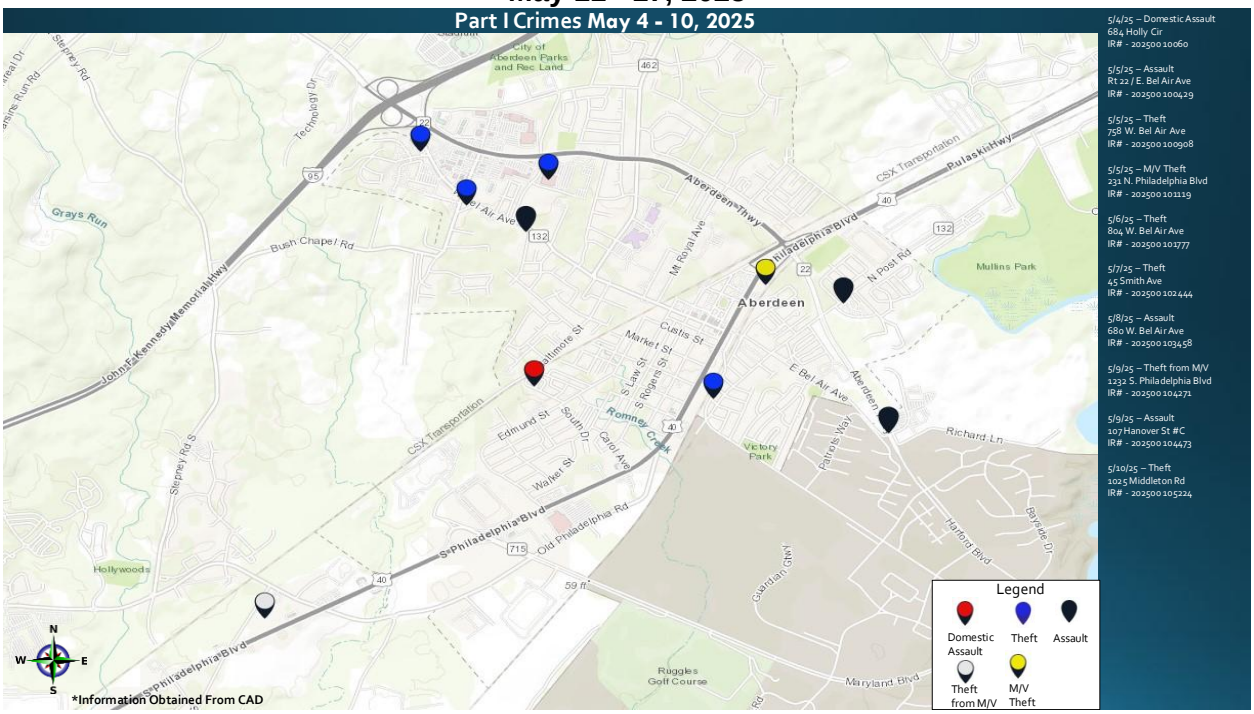
d. HUMAN RESOURCES DEPARTMENT

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

II. ABERDEEN POLICE DEPARTMENT (APD)

APD WEEKLY REPORT
May 11 - 17, 2025



APD Calls for Service

May 4 - 10, 2025
Total Call for Service/Events Works - 591
Patrol Checks – 146
Community Policing Detail – 24
Foot Patrols – 53

Eastern District Incidents

Theft – 1
Assault – 2
CDS - 1

Central District Incidents

Vandalism - 1
Assault – 1
M/V Theft – 1
Unattended Death – 1
Fugitive - 1
Trespassing – 1
Theft from M/V - 1

Western District Incidents

Assault – 1
CDS - 1
Theft – 3
Vandalism – 1
Fugitive – 1
Suspicious Activity - 1

Arrest May 4 - 10, 2025

202500100429	5/5/2025	Assault
202500100080	5/5/2025	CDS
202500103156	5/8/2025	CDS/Warrant
202500103639	5/8/2025	Assault
202500103639	5/8/2025	CDS
202500103731	5/8/2025	CDS
202400103760	5/8/2025	Warrant
202500104106	5/9/2025	CDS
202500054103	5/9/2025	Warrant

APD Weekly Traffic Report
May 11 - 17, 2025

Traffic Stops

53 Stops/Contacts
32 State Citations
104 Warnings
0 Safety Eqt. Repair Orders
0 DUI

Crashes (Reportable, PI/PD)

2 (2 Property Damage, 0 Personal Injury)

SMART (Speed Monitoring Awareness Radar Trailer)

- N/A

STATTRAK

- N/A

IT

- 32 Miscellaneous user/computer issues
- Daily surveillance camera check
- Daily firewall inspection and report
- Weekly PMI backup checks
- Win 10 to 11 upgrade x1
- Machine patch x3
- Outbound calling issue
- Video extract Verakda
- Highland Commons video extract CID
- 202 sim configure
- Attend monthly staff meeting
- Allmedia group update contacts

ACCREDITATION

This Week 5/11-17/2025

Accreditation Proofs of Compliance

Located, processed, and filed Incident Reports in PowerDMS
Received CALEA Services Manager (CSM) list of 120 files he will review in June.
Studied the list and closed some of those files.
Created Priority Assigned to Lists That the CSM will review and emailed them.

CALEA CIMRS – Filled in more statistics, Still waiting for one more section.

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 5/18-24/2025

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

Property & Evidence and CDS Evidence Audit – 84.1.6c – due in May – Proof of Compliance

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**
  - Posted next Vehicle Maintenance Cycle
  - Unit #227 @ Global Public Safety re: update docking station
  - Updated EZPass Account re: Added new vehicles to Plate Roster
  - Unit #237 to AL Packer Ford re: Manifold leak & possible transmission issue
  - Ferrell Fuel re: Return Thomas gas key
  - Contacted Al Packer Ford re: Quote for Unit #205
  - Met w/Bob Hartsock re: Estimate review
  - Adams Chevrolet Inv #107150, Unit #237, $178.41 (Accelerator Pedal)
  - Contacted EZPass re: Unit #202 Toll Violations
- **COMMUNITY POLICING/RELATIONS**
  - Updating Community Policing Event Log for 2025
  - Updated 2025 Ironbirds Game Coverage details on PACE
- **GRANTS**
  - Collecting Training invoices for Q4
  - Collecting Lodging invoices for Q4
- **TRAINING**
  - Entering training in Skills Manager personnel profiles
  - Training Cpl. Mowery on Administrative Corporal duties
  - Administered Annual PHYSAG Testing
  - Uploaded Instructor Certification Profiles to P Drive
  - Uploading MPTC Course Profiles to P Drive
- **CALEA**
  - Nothing to report

APD 24 HOUR REPORT

News Release

Aberdeen Police Department
60 N. Parke St, Aberdeen, MD 21001
410-272-2121 Fax 410-272-6632
Media Release: May 15, 2025, 12:35 PM

Fatal Train Collision Under Investigation in Aberdeen

Aberdeen, MD – On May 14, 2025, at approximately 8:51 p.m., the Aberdeen Police Department responded to the area of W. Bel Air Avenue and Mt. Royal Avenue for a report of a train-related emergency. Upon arrival, officers discovered that a man had been struck by a CSX freight train while on the tracks near the intersection of Harford Street and Market Street.

The individual, identified as 28-year-old Philip Anthony Mantik Jr. of Aberdeen, was pronounced deceased at the scene. The incident remains under investigation with assistance from CSX Transportation and the Office of the Chief Medical Examiner.

Police are asking anyone with information regarding this incident to contact Detective Lightner at 410-272-2121 and follow these steps: press # 2, press #8, and dial extension 160.

Prepared By: Captain C. William Reiber

APD 24 HOUR REPORT

Date of Incident: 05/12/2025
Incident Type: Theft ($30K +)
Incident Report Number: 202500106682
Location of Incident: [redacted]
Reporting Officer: Officer J. Johnson, ID#175

Synopsis of Events:

At 11:39 AM today, Officer Johnson responded to the above location regarding a theft. Investigation would reveal the employee suspect would activate Maryland Lottery Scratch-Off booklets and then not place them into the kiosk. The suspect would distribute the books to relatives who would then cash in the winning throughout the county.

[redacted] Regional Operations Lead and Regional Loss Prevention were able to confirm 12 books over the last 30 days at a value of $1,000 per book. When officers arrived, the suspect had already admitted to theft and wrote a statement for [redacted]. A copy of the suspect's statement was given to Officer Johnson. The suspect admitted to taking at least 30 books since February 2025 ($1000 x 30 + $30,000). Several thousand dollars have been paid out for winnings in the last 30 days. It should be noted that [redacted] is the initial victim as the company is responsible to pay $1,000 per book that is activated/scanned.