



City of Aberdeen
Weekly Activity Report
August 9 - 15, 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

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	\$ 301,279
2. Capital Projects Fund	0
3. Water & Sewer Funds	114,565
4. Stadium Fund	0
Total	<u>\$ 415,844</u>

Disbursements for the week were:

1. General Fund	\$ 513,237
2. Capital Projects Fund	50,045
3. Water & Sewer Funds	549,607
4. Stadium Fund	0
Total	<u>\$ 1,112,889</u>

Significant Receipts:

1. N/A

Significant Disbursements:

1. Payroll \$535,046
2. Water Tower Construction \$119,173
3. Waterline Construction \$191,558
4. Backhoe Equipment \$135,985

Cash Balances as at 7/31/26:

1. General & Capital Projects Funds	\$28,688,589
2. Water Fund	14,829,790
3. Sewer Fund	11,556,359
4. Stadium Fund	2,453,489
Total	<u>\$57,528,227</u>

Procurement Activities:

Executed contract for project 26-06, Aberdeen WWTP Final Clarifier #1 Resurfacing

B. Department of Planning and Community Development (DPCD)

The following activities and actions took place this week:

1. Submitted grant award documents for MD DHCD FY27 to include revised cost estimates for rehabilitation of 20 N. Howard Street and project timeline. Submitted grant documents for the Maryland Façade Improvement Program FY27 grant award to include the revised process and application for their review.
2. Attended City Council meeting to provide information on the two resolutions for the Greater Aberdeen/Havre de Grace Enterprise Zone real property tax credits – 11 Locust Lane and Lot 3, 965 Middleton Road. Qualification letters were sent to the property owners and Applicants with copies of the adopted resolutions and copies provided to Ms. Karen Holt, Director of Harford County Office of Economic Development.
3. Attended meeting to discuss Cranberry Run Business Center, Phase II and Old Philadelphia Road with the Department of Public Works and Mayor McGrady.

Weekly Building Permit Activities:

Permits Processed – Residential

Address	Type	Value of Construction
409 Clover Street	Energy Storage System	\$21,850.00
822 Forgans Drive	New Construction	\$269,000.00
810 Shirley Drive	Fence	\$10,500.00
800 Leni Way	Deck	\$10,500.00
3641 Dexter Court	Solar Panels	\$13,680.00
223 Carol Avenue	Fence	\$8,000.00
611 Beards Hill Road	Fence	\$5,000.00
924 Walker Street	Solar Panels	\$19,665.00
143 Rigdon Road	Fence	\$13,525.00
315 Mt Royal Avenue	Addition	\$15,000.00
728 Aldora Drive	Porch Stairs	\$8,000.00

Total: 11

\$394,720.00

Permits Processed – Commercial

Address	Type	Value of Construction
793 W Bel Air Avenue	Sign	\$40,000.00
37 W Bel Air Avenue	Tenant Fit-Out	\$135,000.00
209 Research Blvd.	Sign	\$6,750.00
965 Middleton Road	Sign	\$0

Total: 4

\$316,476.00

Permits Issued this Week:

Address	Type	Value of Construction
209 Research Blvd.	Sign	\$6,750.00

826 Forgans Drive	New Construction	\$307,000.00
525 Pleasantwind Drive	Driveway	\$0
793 W Bel Air Avenue	Sign	\$40,000.00
810 Shirley Drive	Fence	\$10,500.00

Total: 5

\$364,250.00

Amended Permits:

42 Polk Street – Change solar panel count; 100 Rock Glenn Blvd. – Interior steel design.

New Commercial Issued Certificates of Use and Occupancy:

965 Middleton Road – Type I Certificate of Occupancy

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

1255 Loflin Road – Cell tower modifications; 404 S Philadelphia Blvd. – repair fire damage; 218 W Bel Air Avenue - 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; 31 Pritchard Avenue – Solar Panels; 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; 315 Mt Royal Avenue – Addition; 728 Aldora Drive – Porch Stairs; 100 Rock Glenn Blvd. - Interior steel design amendment;

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 – 274.

Total # of permits released: 263 (87 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	APFO Agreement needs to be executed.
	APFO Considerations	Evaluate sewer improvements timeline per APFO recommendations.
	SPS	Plan approval processed 8/10/2026
	Phase 1A RDSD WS Approval	Plans approval 8/7/2026 processed
	Phase 1A SWM	Comments rc'd EN 8/10/2026 to respond week of 8/17/2026.
	Phase 1B RDSD WS Review	Plans rc'd 8/6/2026 for final approval to be processed week of 8/17/2026.
	Phase 1B SWM	Plans rc'd 8/7/2026 with EN for review. Turnaround date 9/11/2026.
	Phase 2 RDSD WS	Plans rc'd 7/29/2026 for review response 8/14/2026.
	Phase 2 SWM	Plans rc'd 7/24/2026 with EN for review. Turnaround date 8/28/2026.
	Phase 3 RDSD WS	Plans rc'd 5/14/2026 for review response 8/14/2026
Aberdeen XChange	Final signature approval	Plans rc'd for Final approval 8/12/2026 to be processed week of 8/17/2026.
Rutter's	Rutter's RDSD As-Built	Under review for project closeout.
Walmart	SWM	Comments rc'd 8/7/2026. Response week of 8/17/2026.
46 Norman Avenue	Sidewalk Construction and Utility Connection Plan.	Insufficient fee-in-lieu from Horne concrete. Requested utility connection plan for reuse of existing and new connection.
19 W Bel Air Avenue	WC IWS GT review	WC letter provided. Reviewing GT Approval and CWS
37 W Bel Air Avenue	H2O capacity request	Reviewing WC. Will need to receive GT and CWS from client.
Chick-Fil-A Drive Thru	PWA & SWM Maintenance	Bohler to pick up documents 8/13/2026 for recordation. Pre-construction meeting scheduled for 8/18/2026
Fields of Aberdeen	ESC/SWM Permit Renewal	Permit renewals processed. New expiration date 8/7/2026
Festival Square	APFO Agreement – Utility improvements	Project pending signed APFO Agreement. Will create Draft Agreement for review.
900 Beards Hill Road	AMI - requesting SWM waiver	No resolution provided to client.
Argonne Drive	SD Outfall on Telestar Way	Email request from Harford County 6/3/2026.
110 Bouzarth Lane	It is a public road 443-206-0588	Email request
MS4	FY27 MS4 Permit	KCI to prepare scope of services for FY27 MS4 to focus on SR10 and Railbird parcel. Requesting FY27 POs for NPDES Permit services and SR2 contracts.
Harford County WS	Fall 2026 updates to public water and sewer utilities	Chris Dombeck.
727 Old Philadelphia Road	Site Plan and Concept SWM Review for Planning Commission consideration.	SWM Comments provided 7/17/2026. Flood Protection Setback comments provided 7/31/2026.
Hickory Drive Warehouse	Ready for Project Start - Plans approved, documents recorded, site development permits processed, bonds provided.	Emailed developer. They are working out building permits. Anticipated start date Spring 2027.

Cranberry Run	Review of Old Philadelphia Rd Improvements	Cost estimate to re-build road to commercial standard.
----------------------	--	--

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. Contract 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. 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 lots 162-168 . 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 0. WM inspections for lots 59, 21, 23 and 275-282. Sediment controls weekly inspections. Builder pre-start inspections. Water vault inspections. Use and Occupancy inspections.

Fields of Aberdeen

- ESC inspection. In compliance. 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 complete. ESC inspections have been reduced to once a month.

MISC

- 500 Market Street – In compliance. The site is inactive.
- 223 Valley Rd pre-start inspection for driveway.
- Northgate Business Park – Storm drainpipe lining has begun
- Concrete work continues on Edmund St for FY26 HUF

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

- FY27 HUF – City contractor has begun work on Dorsey and Edmund Streets.

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.
- SWM Triennial Inspections for FY27 have begun.

Code Enforcement

- Calls- 18 Emails –36
 - Courtesy Fliers posted - 0
 - Active cases –46 followed up on active cases -15
 - Closed Cases –9
 - Letters sent this week -3
 - Active high grass cases -18 Closed high grass cases –4
 - Active sewer cap cases – 28 letters sent this week- Follow up- closed cases-
 - Smoke testing-2 letters sent –0 cases closed – Follow up-2
 - Sink Holes- 6 Letters Sent- Cases Closed- Follow Up-0
 - Violations posted - 7
 - Citations written -0
-
- 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 working on cleaning out the house, new dumpster has 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 Reinspected and upstairs has been cleaned upCLOSED.
 - 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).
- Removed 352 water meter records that had no corresponding billing accounts as part of the data cleanup.
- Updated the serial numbers, service addresses, and billing account information for all 5,543 water meters.

2. Fleet management application

Key Actions:

- Created a purchase invoice form for new equipment.
- Developed an ArcGIS Online dashboard that serves as a central bulletin board for managers.

3. Quality Assurance & Quality Control

Key Action:

- Working on attribute accuracy of new and existing stormwater features.
- Working on data synchronization of stormwater features.

DPW Administrative Assistant

Facebook/Instagram

- Posted re: APD Community Event on 8.19.26
- Posted APD P.A.C.K. Event
- META Data Analysis (June 6 – August 2, 2026):
 - **Views = 38.5k** (The number of times your content was played or displayed. Content includes videos, posts, stories, and ads.)
 - **Follows = 40** (The number of times accounts followed you.)
 - **Visits = 2.2k** (The number of times your Page or profile was visited.)
 - **Interactions = 312** (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

- No update

New Website

- Updated South Drive Sewer project
- Redesigned and aligned the home page banner at top

Utility Permits

- Permit 26-53 issued to Comcast for 438 Paradise Rd

Finance

- Processed 4 invoices for payment totaling \$8,354.51
- Submitted 3 requisitions totaling \$399,783.50

Misc.

- Compiled agenda and scribed for DPW Monthly Leadership Mtg.
- Researched and contacted various entities re: contract work for electrical, snow removal and plumbing.
- Surplus Unit 16 added to City Council Mtg. agenda.
- Picked up name plates from Tina's Trophy world.
- OOO – 8/12, OFF 8/14, 8/17

2. Maintenance Division

Buildings and Grounds

- Provided chipper service for 21 residents.

Streets and Stormwater

- Repaired a 12” storm drainpipe behind 11 Aberdeen Ave.
- Repaired a 48” storm water drainpipe behind 445 Law St.
- Made a temporary repair to a 10” storm water drainpipe near James St. and Law St.
- Cleared stormwater swale and inlet on Baker St. behind 419 W. Bel Air ave.
- Removed fallen limb from roadway behind 436 W. Bel Air Ave.
- Replaced 2 temporary roadway patches with 3.75 tons of hot mix asphalt.

Water and Sewer

- Replaced a water service at 402 Greys Lake Ct.
- Started the 2” Water main replacement for Windemere lift station. Made tap and installed 5’ of pipe and new curb stop.
- Replaced a 4’ section of 8” sewer main on W. Bel Air Ave. near Brady Way.
- CCTV inspected 85 LF of sewer main.
- Replaced a 16’ section of 6” sewer service to 424 Hillcrest Dr.

Fleet

- Scheduled Repairs: 4
- Emergency: 12
- Services: APD: 3
- Unit 37 – Backhoe – Out of service due to lack of power. Sent to Vendor.
- Unit 45 – DPW Skid loader – overheating.
- Unit 72 – APG Maintenance Dump truck – tarp motor does not work.
- Unit 86 – DPW Dump truck – leaking oil pan – lighting issue.
- Unit 109 – DPW Light tower – stopped running.

Department Staffing

- 7 openings in Maintenance.

3. Water/Wastewater Plant Operations

Wastewater Treatment Plant

- COA WWTP treated 16.9 million gallons. Aug. 5th to Aug. 11th.
- APG WWTP treated 5.2 million gallons. Aug 5th to Aug. 11th.
- Installed new transducer and enclosure at Chestnut SPS.
- Cleaned caustic bulk tank and replaced level transducer.
- Repaired belt filter press booster pump expansion joint.

Water Treatment Plant

- COA WTP treated 7.1 million gallons. Aug. 5th to Aug. 11th.
- APG WTP treated 7.5 million gallons. Aug. 5th to Aug. 11th.
- Continued programing for Long drive controls.
- Filled new I95 water tower.
- Adjusted operational setting to get more flow from Long Drive BPS.
- D&P electric at production well 5 to identify and repair bad power supply connection from old WTP to well 5.

Department Staffing

- Six operator vacancies.
- Held training classes on electrical substation, motor control centers, and power distribution.

Superintendents

- 20 APG contract hours.
- Submitted COA & APGN WTP July monthly operating reports.

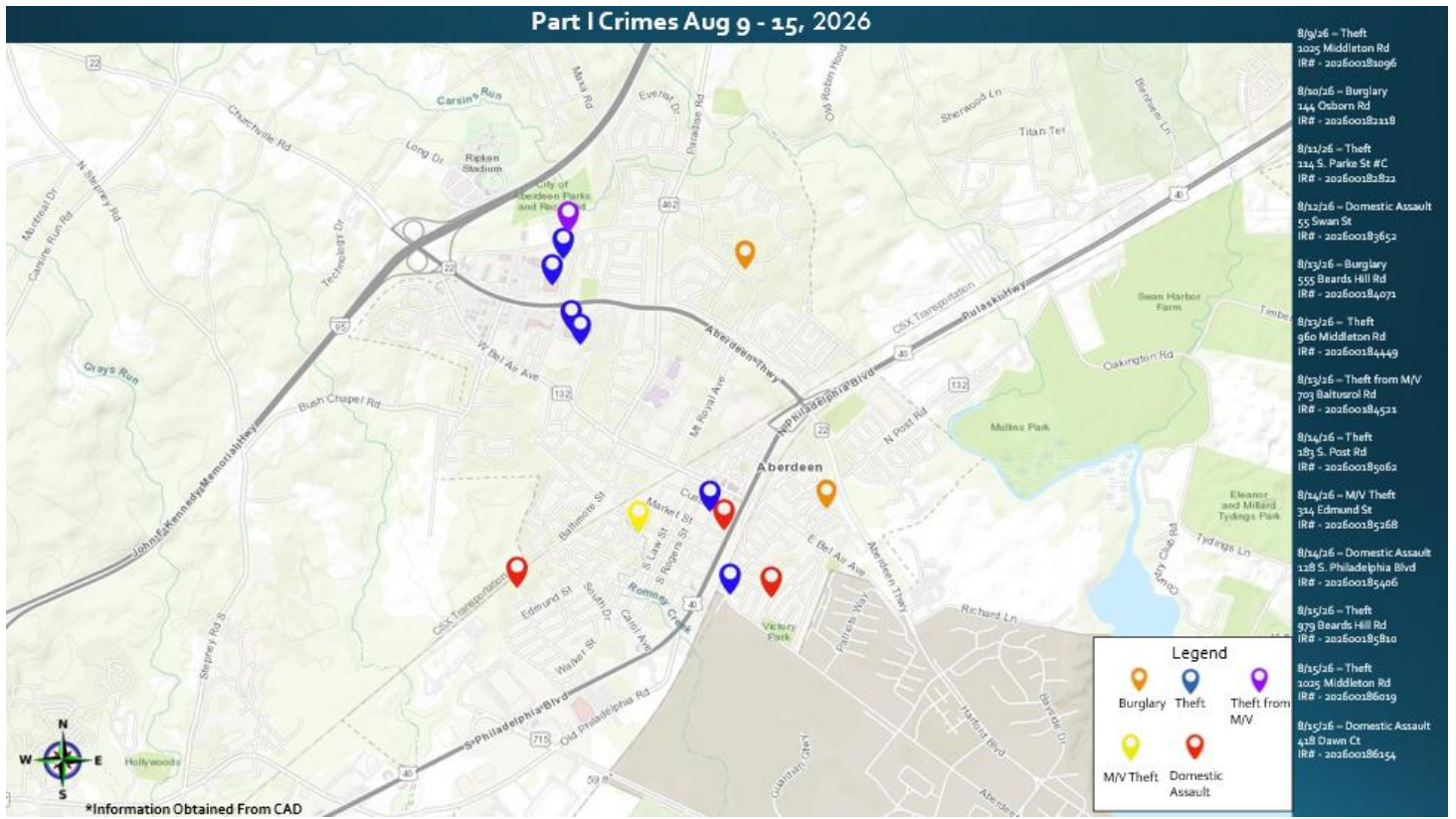
D. Human Resources

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

II. Aberdeen Police Department (APD)

A. APD Calls for Service



APD Calls for Service

Aug 9 - 15, 2026

Total Call for Service/Events Works - 547

Patrol Checks – 90

Community Policing Detail – 0

Foot Patrols – 63

Eastern District Incidents

- Burglary – 1
- Unattended Death – 1
- Assault – 1
- Disorderly – 1
- Theft – 1
- Open Container – 2
- Narcotics - 1

Central District Incidents

- Fugitive – 4
- Theft – 1
- M/V Theft – 1
- Assault – 2
- Child Abuse – 1

Western District Incidents

- Indecent Exposure – 2
- Theft – 5

- Suspicious Activity – 1
- Narcotics – 2
- Missing Person – 2
- Burglary – 1
- Trespassing – 1
- Fugitive - 2

Arrest July 26 – August 1, 2026

Adult Arrest

202600176644	8/4/26	CDS
202600178536	8/6/26	DUI
202600179718	8/7/26	Warrant
202600179742	8/7/26	Warrant
202600180500	8/8/26	Theft
202600180569	8/8/26	Assault

B. Weekly Traffic Report

Aug 9 - 15, 2026

Traffic Stops

107 Stops/Contacts

47 State Citations

119 Warnings

3 Safety Equipment Repair Orders

1 DUI

Crashes (Reportable, PI/PD)

5 (2 Property Damage, 3 Personal Injury)

SMART (Speed Monitoring Awareness Radar Trailer)

- Aberdeen Thruway E / Post Road

STATTRAK

- N/A

C. IT

- 43 Miscellaneous user/computer issues
- Daily surveillance camera check
- Daily firewall inspection and report
- Weekly PMI backup checks
- Lpr trailer deployment x2
- Run city phish test
- CVSA exam witness with CID
- Attend monthly staff meeting
- Computer threat exam and remediate
- Complete active shooter policeone training
- Complete cyber stalking policeone training

D. Accreditations

Proofs of Compliance

Prepared and filed 96 documents in PowerDMS.

E. Administration

Community Safety Specialist Rodney Thomas #554

08/10 Monday:

- Arrived at the Police Station to take my vehicle to DPW for preventive maintenance.
- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at West Bel Air Ave for foot patrol.
- Arrived at the Aberdeen Marketplace 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.
- Cleared and secured the Train Station after the cleaning crew had departed.
- Patrolled the Train Station and parking areas until the end of my shift.

08/11 Tuesday:

- 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 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 until the end of my shift.

08/12 Wednesday:

- Arrived at the Police Station to get keys to move vehicles from the Wastewater Treatment Plant to DPW for preventive maintenance.
- Arrived at the Wastewater Treatment Plant to move vehicles to DPW for preventive maintenance.
- 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 Station until the end of my shift.

08/13 Thursday:

- Arrived at the Police Station to get keys to move repaired vehicles from DPW to the Wastewater Treatment Plant.
- Arrived at DPW and moved cars that had preventive maintenance completed from DPW to the Wastewater Treatment Plant.
- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at West Bel Air Ave for foot patrol.
- Arrived at the 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.
- 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.

08/14 Friday:

- Sick Leave