

## MISSION STATEMENT

The purpose and function of the City of Warren Crime Commission shall be to bridge the gap between law enforcement, city council, government and the community.

# WARREN CRIME COMMISSION MEETING MINUTES

**April 01, 2026**

**MEMBERS PRESENT:**

**EX-OFFICIO MEMBERS:**

|                |   |   |                    |   |  |                |   |   |
|----------------|---|---|--------------------|---|--|----------------|---|---|
| Najim Ahmed    | Y |   | Sumon Kobir        | Y |  | Caitlin Murphy | Y |   |
| Tracy Alama    | Y |   | JD Marshall        | Y |  | Dave Dwyer     |   | N |
| Tracy Antrikin |   | N | Rex Marshall       | Y |  | Henry Newnan   | Y |   |
| Zsa-Zsa Booker | Y |   | Angela Middleswart | Y |  | Melody Magee   | Y |   |
| John Harrison  | Y |   | Kayla Porvaznick   | Y |  | Capt. Houtos   | Y |   |
| Jay Jackson    | Y |   | Mike Riley         | Y |  | Captain Booton |   | N |
|                |   |   |                    |   |  | PC Hawkins     |   |   |
|                |   |   |                    |   |  | Mayor Stone    |   |   |
|                |   |   |                    |   |  | P.O. Hogue     |   |   |

**CALL TO ORDER:** Commissioner Middleswart called the meeting to order at 6:00 pm.

**PLEDGE OF ALLEGIANCE:** Commissioner Ahmed led the attendees in the Pledge of the Allegiance.

**APPROVAL OF MINUTES:** A motion by Commissioner Jackson, seconded by Commissioner J-Marshall to approve the Minutes. The motion passed unanimously.

**APPROVAL OF AGENDA:** A motion by Commissioner Riley, seconded by Commissioner J-Marshall to approve April's Agenda. The motion passed unanimously.

**PUBLIC MEETING:** Mrs. Palowoda stopped by with concerns about the dumping at Veterans Memorial Park.

Ms. Johnson attended tonight's meeting with concerns about a person's passing. She provided Captain Houtos with some information.

Ms. Kacsmark stopped by with concerns about retail fraud at Target located at 12 Mile and Dequindre. She is looking to partner with someone from the police department to reduce the number of incidents.

Mr. Pulice attended tonight's meeting with an update regarding his neighbor.

Ms. Zielinski stopped by to listen and to observe.

**CORRESPONDENCE:** Commissioner Middleswart stated that the PSA on Facebook was pulled down due to incorrect meeting locations.



Commissioner Middleswart mentioned that Commissioner Porvaznick last month with the Crime Commission will be June 2026. Thank you for your dedicated service, you will be truly missed.

**CAPTAIN BOOTON'S REPORT:** Captain Booton could not attend tonight's meeting. Filling in for him was Captain Houtos. He viewed the current crime trends in the City of Warren.

Our drones are now responding to calls. We have six and each are strategically located in different locations. A drone is dispatched prior to the officer being dispatched. We are constantly training. We currently using them 8 hours a day. Eventually, we will be using them 17 hours a day.

There will be a S.A.V.E.S presentation by Police Officer Hogue on Thursday, April 2<sup>nd</sup> in the conference room at City Hall from 10 am to 12 noon. All are welcomed to attend.

**CITY COUNCIL EX-OFFICIO REPORT:** City Councilwoman Magee presented Ms. Johnson with some gun locks. Commissioner Howard currently does not have any boxes. However, he may have some in the future.

City Councilwoman Magee has been getting complaints from individuals stating that their flowers that they have placed on the grass of a main road where their loved ones have passed away have been removed. If the landmarks on a county road or a commercial company's property, then the county as well as that commercial company has the right to remove the items from the remembrances site.

City Councilwoman Magee attended a SEMCO meeting and ordered some items for the Crime Commission. These items will be delivered to the mayor's office for the Crime Commission.

Commissioner Porvaznick asked City Councilman Newnan when does City Council meet about the Budget this month. He stated mid-April.

**TREASURER'S REPORT:** Commissioner Porvaznick stated that they met with Mayor Stone and everything went well. We will be meeting with City Council next. We discussed several things with the mayor. The security cameras are part of a safety program called Axon Fusus. The cameras will be tapped into a safety program for law enforcement and the public. When a button on a phone is pressed the cameras will be activated in that area and notification will be dispatched to the police department. Captain Houtos stated that he will ask Police Officer Roy to attend May's meeting and educated the Crime Commission more about the Axon Fusion.

Commissioner Porvaznick stated that Mayor Stone is looking into purchasing an electronic board that will be placed at City Hall and at other locations. The electronic board will display anything we want in the rotation. Commissioner Porvaznick asked to have the Amazon (bulletin board) purchase order to be removed from Current Written Purchase Order. After a brief discussion it was also decided to remove the Quick Made Trophy (hats) purchase order from Current Written Purchase Order.

Commissioner Porvaznick went over March's Treasurer's Report. For Current Written Purchase Orders, we have the following: Quick Made Trophy and Amazon. Under Current Encumbrances we have the following: Office Depot, Quick Made Trophy, Bob's Specialties, Imprint Logo, Contractual

Services and Magnets USA. Spending for March consists of: DTE, City of Warren Water, Consumers Energy and Contractual Services. Petty Cash is at \$100.00. A motion by Commissioner Kobir, seconded by Commissioner Booker to approve March's Treasurer's Report. The motion passed unanimously.

**CHAIRPERSON'S REPORT:** Commissioners Middleswart and Antrikin attended the Senior Seminar. The patrons did not seem interested in knowing about the Crime Commission. They took their items and went to the next table. Both Commissioners felt that their time could be spent on better events. Commissioner Middleswart would like to propose the idea of not attending any more Senior Seminars. After a brief discussion it was decided that the Crime Commission will not be attending any further Senior Seminars. It was suggested that many seniors attend Stilwell, Ukrainian Cultural Center, Autumn Woods and American House. Commissioner Middleswart suggested forming a Senior Committee to discuss better options to educate our Seniors. Commissioners Jackson, Kobir, Alam and Middleswart volunteered for this Committee.

Commissioner Middleswart would like to tweak our inventory towards items that would promote safety, prevent crime and reduce emergencies. We need items that would focus on the seniors and benefit the community.

Commissioner Middleswart stated that they discussed the Crime Commission building with Mayor Stone. The mayor mentioned that there will be some interior changes to the building. Commissioner Middleswart thanked Commissioner R-Marshall for doing a walk around the outside parameter of the building. It was mentioned that David Muzzarelli is aware of the water situation in the back office.

### **UNFINISHED BUSINESS:**

**Police Youth Training:** Captain Houtos mentioned that the Traffic Stop Education for New Drivers is Saturday, May 9<sup>th</sup> at 10 am at police headquarters.

**Election of Treasurer:** Commissioner Middleswart stated at last month's meeting we nominated Commissioner Booker for the Treasurer's position. Commissioner Middleswart asked Commissioner Booker if she will accept the nomination of Treasurer. Commissioner Booker stated Yes, she will accept the position of Treasurer. A motion by Commissioner Kobir, seconded by Commissioner Riley to close the Election of Treasurer.

**Awards Event 2026:** Commissioner Middleswart received the paperwork, filled it out with the dates and submitted the paperwork. Commissioner Middleswart is waiting to hear back on availability.

**Display Board:** Since the Mayor is looking into purchasing an electronic board, Commissioner Middleswart asked to have Display Board removed from Unfinished Business.

**Inventory / Purchases:** All items discussed last month have been purchased, moving forward Commissioner Middleswart would like to see items that would protect our seniors, reduce emergencies and secure their safety.

**Digital Timer:** Commissioner Middleswart did some research and had two options. Commissioner Middleswart passed out pictures of both. After a brief discussion the commission thought option two was the best choice.

**Printer:** Commissioner Porvaznick was going to look at Office Depot to see what prices would be for an all-in-one printer/scanner. Commissioner R-Marshall propose we wait after everyone has merged into one building. The other commission has purchased a big printer. If we hold off a couple of months, we will probably have access to that big printer. Commissioner Middleswart asked to have Printer removed from Unfinished Business.

## **NEW BUSINESS:**

**Safety Day Committee:** Commissioner Middleswart mentioned that our annual Safety Day Event is approaching and we will need to form a committee to determine a time, day and location. Commissioners Alam, Harrison, Kobir, Jackson and Middleswart volunteered for this committee.

**By-Law Review:** Commissioner Middleswart would like all Commissioners to review the By-Law and bring any suggestions to the next meeting. Assistant City Attorney Murphy stated that there are changes going on and she felt it would be best if the Commission hold off on making any changes to the By-Law for now. Commissioner Middleswart will send Commissioner R-Marshall the latest revision. Commissioner Middleswart asked for By-Law Review to be removed from New Business.

**Police Memorial:** Captain Houtos stated that it is tentatively Monday, May 11<sup>th</sup> at 10:00 am at the F.O.P. Hall.

**Council of Commissions:** Assistant Secretary Martin stated that Council of Commissions Appreciation Dinner is scheduled for Monday, May 18<sup>th</sup>. Invitations should be going out next month.

## **COMMITTEE REPORTS:**

**Media Awareness Committee:** Commissioner Ahmed passed out some topics that could be used for our next PSA. Commissioner Harrison stated that we need to determine the next topic and schedule a date and time.

### **Roundtable:**

Ahmed: I got reappointed to the Crime Commission. I look forward to working with you all.

R-Marshall: Nothing new to report.

Kobir: My question is for Captain Houtos, we need a left turn signal light at Martin Road and Ryan Road, near the Beer Middle School. Especially during school days, at drop-off and pick-up times, that intersection becomes very busy and dangerous for drivers. I raised this issue at the last meeting, and thanks to Captain Booton, it was forwarded to the appropriate department. Could you please shed some light on how we can get this issue resolved. Captain Houtos stated that Commissioner Kobir would need to contact the County Commissioner.

Houtos: Thank you to C.E.R.T for all that they do. We greatly appreciate everything you do.

Middleswart: Advantage Health is having an open ceremony at the Judson Center on April 9<sup>th</sup> at 4 pm.

Murphy: Nothing further to report.

Booker: The Treasurer's position is a big job. As I am learning the role of Treasurer, I have more questions. Why does the Secretary position have an Assistant? I would like to have a better understanding of each Executive Boards role and expectations. Assistant City Attorney Murphy was able to provide her with some clarity.

Martin: Nothing new to report.

J-Marshall: Nothing further to report.

Harrison: Nothing new to report.

Riley: The modem was not working at the Crime Commission building could Assistant Secretary Martin email Ms. Mika. Assistant Secretary Martin said yes, she will email Ms. Mika.

Porvaznick: Nothing new to report.

Jackson: I have been appointed to the Macomb County Older Adult Advisory Council. I was also asked by our State Representative to assist with the youth reform.

J-Marshall: Nothing further to report.

Magee: Nothing new to report.

Newnan: Nothing further to discuss.

**ADJOURNMENT:**

A motion by Commissioner Kobir, seconded by Commissioner Porvaznick to adjourn the meeting at 7:34 pm. The motion passed unanimously.

**Our next Meeting will be on May 06, 2026 @ 6:00 pm. at Police Headquarters – 29900 South Civic Center (North of 12).**

**Commissioner J-Marshall has housekeeping duties for the month of May.**

Respectfully submitted,  
Michele Martin - Secretary's Assistant