

City Council Minutes  
Annual Meeting

Detroit Lakes, Minnesota  
January 7, 2025

**CALL TO ORDER**

The annual meeting of the City Council was called to order in the Council Chambers of City Hall at 5:00 PM, January 7, 2025; all members of the City Council having been notified of the meeting and the business to be transacted.

**ROLL CALL**

Council Present: Mayor Matt Brenk  
Alderman Boeke  
Alderman Buboltz  
Alderman Carlson  
Alderman Caulfield  
Alderman Dallmann  
Alderman Deraney  
Alderman Zeman

Council Absent: Alderman Stearns  
Alderman Spry

Staff Present: City Administrator Kelcey Klemm  
City Clerk Kari Tyson  
Finance Officer Heidi Tumberg  
City Attorney Charlie Ramstad  
Community Development Director Larry Remmen  
Police Chief Steve Todd  
Fire Chief Mike Hanson  
Street Supervisor John Cervantes  
Economic Development Director Bridget Penton  
Public Utilities General Manager Vernell Roberts  
Liquor Store Manager Mitch Anderson  
HR Director Deon Strapp

**OATH OF OFFICE**

City Clerk Kari Tyson swore in Mayor Brenk, and Alderman Caulfield, Dallmann, and Zeman.

**VICE MAYOR**

A motion was made by Alderman Dallmann to appoint Alderman Zeman as the Vice Mayor. The motion was seconded by Alderman Boeke and carried without a dissenting vote. Mayor Brenk declared Alderman Zeman Vice Mayor for 2025.

**COMMITTEE  
APPOINTMENTS**

A motion was made by Alderman Zeman and seconded by Alderman Buboltz to appoint the council members to committees as presented by the Mayor:  
Finance (Boeke\*, Deraney, Stearns, Zeman)  
Community Development (Spry\*, Buboltz, Carlson, Deraney)  
Public Works (Zeman\*, Boeke, Spry, Stearns)  
Public Safety (Dallmann\*, Buboltz, Carlson, Caulfield)  
Liquor & Gambling (Stearns\*, Carlson, Caulfield, Dallmann)

The motion was carried without a dissenting vote. Mayor Brenk declared the committees approved.

**ANNOUNCEMENTS**

Mayor Brenk announced the 2025 Joint Governance Meeting Dates

April 1, 2025 – Chamber  
July 1, 2025 – DL Schools  
October 7, 2025 – County

Mayor Brenk announced the 2025 Council Meeting Dates

January 14, 2025  
February 11, 2025  
March 11, 2025  
April 8, 2025  
May 13, 2025  
June 10, 2025  
July 8, 2025  
August 12, 2025  
September 9, 2025  
October 14, 2025  
November 10, 2025 \*MONDAY – Veteran’s Day  
December 9, 2025

Mayor Brenk stated that Council Orientation would occur immediately following the meeting in the Committee Room.

**ADJOURNMENT**

There being no further business to conduct, by general consent, Mayor Brenk adjourned the meeting at 5:06 PM.

Respectfully submitted, Kari Tyson, City Clerk