



## REQUEST FOR COUNCIL ACTION

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**MEETING DATE:** August 21, 2023  
**PREPARED BY:** Administration  
**AGENDA ITEM:** Oath of office for assistant city prosecutor

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**PREVIOUS ACTIONS:**

City Council approved the appointment of Marquelle Theis to the position of assistant city prosecutor at the August 7, 2023, City Council meeting.

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**RECOMMENDED COUNCIL ACTION:**

Administer oath of office to Marquelle Theis, Assistant City Prosecutor.

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**COMMENTS:**

Marquelle Theis was appointed to the position of assistant city prosecutor in the Administration Department, effective August 16, 2023. Ms. Theis graduated from the University of North Dakota for undergraduate, and St. Thomas School of Law.

Ms. Theis was previously an Assistant County Attorney at the Dakota County Attorney's Office, Otter Tail County Attorney's Office, and the Grant County Attorney's Office prosecuting both felony and misdemeanor crimes.

In addition to her previous work experience, Ms. Theis served as a board member of SomePlace Safe, a non-profit agency that offers assistance to victims and survivors of crimes. Ms. Theis also volunteers as a coach for the Special Olympics.

We are extremely excited for Ms. Theis to join the team as an assistant city prosecutor!

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**ATTACHMENTS:**

Attachment A – Oath of office for assistant city prosecutor - Theis