



Direct Email: ekeeley@mcdonaldfinker.com

June 19, 2017

Hand Delivered

Mike Allison, Mayor
City of Great Bend
1209 Williams
P.O. Box 1108
Great Bend, KS 67530

Re: Engagement Letter for Legal Services

Mayor Allison:

This letter is to confirm that Edward L. Keeley of McDonald Tinker PA (“McDonald Tinker”) will provide legal services, as requested, to the Mayor of the City of Great Bend and to its City Council.

As a part of our representation, the City of Great Bend agrees to cooperate with us in this endeavor and to make available all materials, information, and documents, and to reasonably follow our advice and take such actions which will permit us to effectively advise you. All documents and information you provide to us will be kept in strict confidence. You understand and agree that the failure to act in a timely manner may cause irreparable harm to your legal interests and your input is important to this timeliness. Accordingly, you agree that you have an affirmative obligation to timely respond to all our requests for information.

You acknowledge that in the course of our representation you may wish for us to communicate via electronic mail (“email”). You understand that, although we agree to use all reasonable and proper methods to maintain the confidential nature of any such email, the nature of the email may compromise the confidentiality of attorney-client communications. By signing below, you are agreeing to our use of email and further agreeing to hold the attorneys of our firm harmless for any breach of confidentiality in email communications that is not the direct result of such attorneys’ negligence.

We agree to bill you for the above-described legal consultation on a monthly basis, based on our current hourly rates, plus out of pocket expenses (for copying, long distance telephone, federal express, postage, computerized research, travel, filing fees, etc.), and you agree to pay us upon invoice. Our current charges are \$150.00 per hour for Edward L. Keeley and other partner attorneys and \$125.00 per hour for associate attorneys. We may also have a legal assistant working on your case for which our current hourly charges are \$80.00. Time will be recorded and billed in multiples of tenths of an hour.

Mike Allison, Mayor
June 19, 2017
Page 2

Our monthly statements will allow you to monitor our fees and discuss modifications of our engagement if you believe any become necessary. We reserve the option to withdraw from the engagement upon reasonable notice to you when any fees or expenses are past due or in other appropriate circumstances. If you have any questions regarding our billings or our legal services provided to you, please do not hesitate to contact the undersigned. Copies of all pertinent correspondence regarding this matter prepared by us will be sent to you as the matter progresses.

We look forward to providing legal services for you. If this satisfactorily sets forth your understanding of our engagement and fee arrangement with you, please sign this letter and return it to me.

Sincerely,


Edward L. Keeley
McDonald Tinker PA

ELK/jim

The above was agreed to this 19 day of June, 2017.



Mike Allison, Mayor
City of Great Bend
1209 Williams
P.O. Box 1108
Great Bend, KS 67530