CITY OF WILLIAMSPORT, PA
RESOLUTION

RESOLUTION # 9736 **DATE** 2-1-24

TITLE

Letter of Engagement for East Burn and Gray, PC

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLIAMSPORT that the City Treasurer be authorized to utlize the professional legal services of East Burn and Gray, PC to ensure compliance with City's Mercantile & Business Privilege Tax.

WHEREAS, Resolution 8967 originally appointed **Jennifer Brown of Flamm Walton Heimbach** for legal services related to the Mercantile & Business Privilege Taxes, this resolution services to update the relationship and maintain Jennifer Brown as the Tax Solicitor

WHEREAS, Jennifer Brown of Flamm Walton Heimbach had previously been engaged to provide these services,**Jennifer Brown of East Burn & Gray, PC** will provide any and all future services. The services provided and costs are outlined in the attached Letter of Engagement.

Approved

City Clerk

President

Flamm Walton Heimbach

ATTORNEYS AT LAW

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Marlton, NJ 08053-4191
856-810-2299
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January 16, 2024

Via email (kmackey@cityofwilliamsport.org)
Mr. Kevin Mackey
Treasurer & Tax Collector
City of Williamsport
245 West Fourth St.
Williamsport, PA 17701

Re: Notice Concerning Continued Representation of City of Williamsport

Dear Mr. Mackey:

As we have discussed, I am joining the law firm of Eastburn and Gray, P.C. effective February 1, 2024. My last day at Flamm Walton Heimbach will be January 31, 2024. I wanted to provide my new contact information and also explain the options concerning continued representation of City of Williamsport and its files that are currently maintained at Flamm Walton Heimbach.

My New Contact Information as of February 1, 2024 will be:

Jennifer W. Brown, Esq.
Eastburn and Gray, PC.
60 E. Court Street
P.O. Box 1389
Doylestown, PA 18901-0137
215-345-7000
Jbrown@eastburngray.com

Three Options Concerning Continued Representation

City of Williamsport has three options concerning continued legal representation with respect to the legal files maintained at Flamm Walton Heimbach. Please check the option you wish to select and sign the letter at the space provided below to confirm City of Williamsport's election.

THIS WILL ACKNOWLEDGE THAT THE UNDERSIGNED HAS READ THE FOREGOING ENGAGEMENT LETTER, UNDERSTANDS IT, HAS OBTAINED ANY APPROVALS REQUIRED BY CITY COUNCIL, AND AGREES TO RETAIN THE LAW FIRM OF EASTBURN AND GRAY PURSUANT TO ITS TERMS AND CONDITIONS.

CITY OF WILLIAMSPORT

Dated: _____ **AGREED:** _____

By: _____