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February 12, 2018

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Ms. Cindy Kudrna
Finance Director
City of Hiawatha
101 Emmons Street
Hiawatha, IA 52233

Re: City of Hiawatha

Dear Ms. Kudrna:

Please find enclosed our invoices for services for the month of January 2018. Thank you for allowing our firm to represent the City of Hiawatha with its legal needs. Should you have any questions, please do not hesitate to give me a call.

Very truly yours,

LEDERER WESTON CRAIG PLC

Mark J. Parmenter

MJP/tb
Enclosures

118 Third Avenue SE, Suite 700
P.O. Box 1927 • Cedar Rapids, IA 52406
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Please respond to Cedar Rapids office

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January 31, 2018

Cindy Kudrna
City of Hiawatha
101 Emmons Street
Hiawatha, IA 52233

Invoice # 21281
Client # 000016158
Matter # 000000002
Billing through 01/31/2018

General Matters

Balance forward as of invoice dated: 12/31/2017	$1,518.00
Payments received since last invoice	0.00
Accounts receivable balance forward	$1,518.00

PROFESSIONAL SERVICES

01|03|2018	MJP	Meeting at City Hall with City Administrator, Fire Chief and staff regarding agreements with Mercy for home visits and issues related to same	1.40 hrs	231.00
01|04|2018	MJP	Receipt of electronic communication from Community Development Director accompanying revised draft of Chapter 159 Board of Appeals; review same; follow up telephone conference with Director with opinions regarding same	0.30 hrs	49.50
01|11|2018	MJP	Receipt of electronic communication from the Fire Chief with request to review documents and prepare Knox Box documents and release for new program	0.30 hrs	49.50
01|12|2018	MJP	Telephone conference with Fire Chief to discuss Indemnity Agreement for Knox Box program	0.20 hrs	33.00

01|12|2018	MJP	Final review and draft of Dog Park Equipment Agreement; forward same to Next Level's attorney for review and consideration	0.30 hrs	49.50
01|18|2018	MJP	Review documents from Hiawatha Fire Department in preparation to draft and prepare Knox Box Agreement including indemnification and hold harmless language; draft Agreement; forward same to the Fire Chief for his review and consideration	1.40 hrs	231.00
01|19|2018	MJP	Communications with Finance Director regarding question about citizen request for City's taxpayer ID number and issues related to same	0.20 hrs	33.00
01|19|2018	MJP	Meeting at City Hall with City Administrator and staff regarding Mercy agreements	1.60 hrs	264.00
01|22|2018	MJP	Communications with the Police Chief regarding issue with dog and how to respond to complaints regarding same	0.20 hrs	33.00
01|23|2018	MJP	Telephone conference with City Engineer regarding contract to memorialize additional work to be completed on intersection	0.20 hrs	33.00
01|30|2018	MJP	Conference at City Hall with City Engineer and Community Development Director regarding development agreement and issues regarding same	0.50 hrs	82.50
01|30|2018	MJP	Review and comment on 5-page draft Development Agreement between Hiawatha and Brown, Inc. regarding the Bail Hai First Addition; conference with the City Engineer and Community Development Director regarding same	0.60 hrs	99.00
01|31|2018	MJP	Electronic communication with attorney Radig regarding status of draft agreement and whether his client has any revisions or questions	0.20 hrs	33.00
				$1,221.00

Timekeeper Summary

		Rate	Hours	Amount
Mark J Parmenter	Partner	165.00	7.40	$1,221.00
			7.40	$1,221.00

Billing Summary

Total professional services	$1,221.00
Total of new charges for this invoice	$1,221.00
Plus net balance forward	+$1,518.00
Total balance now due	**$2,739.00**

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January 31, 2018

Cindy Kudrna
City of Hiawatha
101 Emmons Street
Hiawatha, IA 52233

Invoice #	21282
Client #	000016158
Matter #	000000003
Billing through	01/31/2018

General Real Estate Matters

Balance forward as of invoice dated: 12/31/2017	$1,567.50
Payments received since last invoice	0.00
Accounts receivable balance forward	$1,567.50

PROFESSIONAL SERVICES

01|02|2018	MJP	Hodge Construction: Draft letter to the Linn County Recorder to accompany Warranty Deed, Ground Water Hazard Statement and Declaration of Value and filing fee check	0.30 hrs	49.50
01|11|2018	MJP	Electronic communication to County Attorney inquiring as to status of reviewing documents between the City and the County regarding the dog park	0.20 hrs	33.00
01|11|2018	MJP	Telephone conference with Level 22's attorney regarding status of agreement and status of finalizing dog park agreement	0.30 hrs	49.50
01|11|2018	MJP	Draft and prepare Quit Claim Deeds for Lots 16, 17, 18 and 23; prepare Ground Water Hazard Statements for each corresponding property	1.40 hrs	231.00

01|12|2018	MJP	Exchange electronic communications with Assistant County Attorney regarding revisions to agreement; revise agreements; forward copies of revised agreements to attorney and City Administrator	0.30 hrs	49.50
01|12|2018	MJP	Exchange electronic communications with Assistant Linn County Attorney regarding revisions to Agreement and Lease Agreement; revise and edit same; forward revised documents to Assistant Linn County Attorney for consideration and approval of same	0.50 hrs	82.50
01|16|2018	MJP	Electronic communication from Assistant County Attorney agreeing to minor revisions to Agreement and Lease Agreement; draft electronic communication to City Administrator to accompany final drafts of the Agreement and the Lease Agreement and to accompany copy of draft agreement between the City and Next Level	0.30 hrs	49.50
01|17|2018	MJP	Telephone conference with City Administrator regarding dog park agreements and finalizing same; further discussion regarding the possible sale of City property	0.40 hrs	66.00
01|30|2018	MJP	Travel to and from Linn County Recorder's office to file Hodge property closing documents (NC)	0.00 hrs	0.00
				$610.50

EXPENSES

01|30|2018	Linn Co Recorder - documents recorded fee (Hodge matter)	17.10
		$17.10

Timekeeper Summary		Rate	Hours	Amount
Mark J Parmenter	Partner	165.00	3.70	$610.50
			3.70	$610.50

Billing Summary

Total professional services	$610.50
Total expenses incurred	+$17.10
Total of new charges for this invoice	$627.60

Plus net balance forward	+$1,567.50
Total balance now due	**$2,195.10**

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January 31, 2018

Cindy Kudrna
City of Hiawatha
101 Emmons Street
Hiawatha, IA 52233

Invoice # 21283
Client # 000016158
Matter # 000000005
Billing through 01/31/2018

Municipal Traffic Matters

Balance forward as of invoice dated: 12/31/2017	$1,075.00
Payments received since last invoice	0.00
Accounts receivable balance forward	$1,075.00

PROFESSIONAL SERVICES

01|02|2018	SMP	Hibbing: Draft and file Motion to Amend speed consistent with stationary radar as recorded.	0.30 hrs	46.50
01|03|2018	SMP	Noton, Joseph: Received plea offer (through Mark Parmenter) to review from Defendant's attorney. After discussing, called officer Pat Kremer and discussed the events leading up to the citation, Officer Kremer thought it would be appropriate for Defendant to take a defensive driving course.	0.50 hrs	77.50
01|03|2018	MJP	Norton: Exchange electronic communications with attorney representing Defendant seeking plea agreement; receipt and review of citation, plea of not guilty and order setting trial date	0.30 hrs	49.50

01|05|2018	SMP	Noton: Review plea offer from defendants' counsel. Respond to defendant's counsel regarding plea deal. Accepting terms but requiring the proof of completion of defensive driving course prior to dismissal. After speaking with officer, Overtaking was likely not the correct charge and the plea offer is reasonable. Draft deferred prosecution agreement.	0.32 hrs	50.00
01|08|2018	MJP	Draft letter to Linn County Clerk of Court, Traffic Division, requesting that Megan Merrit be removed from the service list and to add Shannon Powers to the service list	0.00 hrs	0.00
01|08|2018	MJP	Norton: Draft subpoena and letter to Chief Marks to accompany same	0.30 hrs	49.50
01|09|2018	SMP	Hibbing, Kyle: Review traffic citation and prepare outline for trial on 1/11/2018.	0.32 hrs	50.00
01|11|2018	SMP	Hibbing: travel to courthouse, meet with officer and watch video, speak with Defendant and show defendant video. After some time, Defendant agreed to plead to the ticket as written. Had to wait to see the judge. Travel back.	0.90 hrs	139.50
01|24|2018	SMP	Noton: Email correspondence with opposing counsel regarding Defendant's proof of completion of Defensive Driving course.	0.20 hrs	31.00
01|26|2018	SMP	Noton: revise plea agreement to demonstrate agreement between Hiawatha and Mr. Noton and requesting the court dismiss with costs to Defendant.	0.30 hrs	46.50
				$540.00

Timekeeper Summary

		Rate	Hours	Amount
Mark J Parmenter	Partner	165.00	0.60	$99.00
Shannon M Powers	Associate	155.00	2.84	$441.00
			3.44	$540.00

Billing Summary

Total professional services	$540.00
Total of new charges for this invoice	$540.00
Plus net balance forward	+$1,075.00

Total balance now due	**$1,615.00**