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LEDERER WESTON CRAIG PLC
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January 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 December 2017. 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
Phone: 319-365-1184 • Fax: 319-365-1186

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Please respond to Cedar Rapids office

LWC

LEDERER WESTON CRAIG PLC

Suite 700, Higley Building 118 Third Avenue SE P.O. Box 1927 Cedar Rapids, IA 52406-1927
Phone: 319-365-1184 Fax: 319-365-1186
TIN# 20-8617329
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December 31, 2017

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

Invoice # 21185
Client # 000016158
Matter # 000000002
Billing through 12/31/2017

General Matters

Balance forward as of invoice dated: 11/30/2017	$2,126.50
Payments received since last invoice	2,126.50
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

12|01|2017	MJP	Telephone conference with City Administrator regarding various City matters	0.30 hrs	49.50
12|04|2017	MJP	Final review and revisions to possible Agreement and Lease Agreement with Linn County; forward same to the City Administrator for consideration	0.50 hrs	82.50
12|06|2017	MJP	Attend City Council meeting including closed session	1.40 hrs	231.00
12|07|2017	MJP	Revise and edit Resolution; exchange electronic communications with City Administrator and City Clerk regarding same	0.30 hrs	49.50
12|07|2017	MJP	Meeting at City Hall with City Staff, County Staff and County Attorney and property owner regarding transfer of real estate	1.90 hrs	313.50
12|08|2017	MJP	Begin to draft Agreement between the City of Hiawatha and Next Level 22 Properties	1.80 hrs	297.00

12|12|2017	MJP	Finalize draft agreement Next Level 22 and forward working draft to City Administrator for review and consideration	0.30 hrs	49.50
12|14|2017	MJP	Exchange electronic communications with City Clerk and City Administrator regarding revisions to Employee Manual	0.30 hrs	49.50
12|18|2017	MJP	Meeting at City Hall with the City Administrator and Library staff regarding library matters	1.40 hrs	231.00
12|20|2017	MJP	Attend City Council meeting	1.00 hrs	165.00
				$1,518.00

Timekeeper Summary		Rate	Hours	Amount
Mark J Parmenter	Partner	165.00	9.20	$1,518.00
			9.20	$1,518.00

Billing Summary

Total professional services	$1,518.00
Total of new charges for this invoice	$1,518.00
Plus net balance forward	+$0.00
Total balance now due	**$1,518.00**

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December 31, 2017

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

Invoice # 21186
Client # 000016158
Matter # 000000003
Billing through 12/31/2017

General Real Estate Matters

Balance forward as of invoice dated: 11/30/2017	$1,050.00
Payments received since last invoice	1,050.00
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

12|01|2017	MJP	Telephone conference with developer's attorney with questions regarding possible purchase and sale of real estate	0.30 hrs	49.50
12|05|2017	MJP	Telephone conference with City Administrator regarding possible conveyance of City owned property and possible acquisition of property and issues related to same	0.50 hrs	82.50
12|06|2017	MJP	Telephone conference with City Administrator regarding possible conveyance of City owned property; review Iowa Code regarding same; telephone conference with Assistant County Attorney regarding county land and transfer of same with restrictions	0.50 hrs	82.50
12|07|2017	MJP	Telephone conference with City Administrator with questions and minor revisions to agreements; revise and edit same and forward to City Administrator for today's meeting	0.30 hrs	49.50

12|14|2017	MJP	Exchange electronic communications with County Attorney regarding the City of Hiawatha doing a title opinion	0.20 hrs	33.00
12|18|2017	MJP	Communications with attorney Greg Epping regarding real estate matter; telephone conference with City Administrator regarding same	0.30 hrs	49.50
12|19|2017	MJP	Telephone conference with attorney regarding waiver agreement for City owned property; telephone conference with City Administrator regarding same	0.30 hrs	49.50
12|19|2017	MJP	Hodge Construction: Draft and prepare Warranty Deed, Groundwater Hazard Statement, Declaration of Value and Closing Statement	1.30 hrs	214.50
12|27|2017	MJP	Telephone conference with City Administrator regarding possible sale of City owned real estate and issues related to same; telephone conference with person interested in purchasing City owned real estate	0.70 hrs	115.50
12|27|2017	MJP	Hodge Construction: Communications with City Administrator regarding status of updated abstract for review for title opinion; draft and prepare warranty deed, ground water hazard statement and declaration of value; begin draft of closing statement	1.10 hrs	181.50
12|28|2017	MJP	Receipt of abstract for real estate for dog park; examine abstract and prepare preliminary title opinion	1.40 hrs	231.00
12|28|2017	MJP	Hodge Construction: communications with seller's attorney regarding closing documents, abstract, legal description and minor revisions to Purchase Agreement; receipt of abstract; examine abstract and prepare preliminary title opinion; forward copy of preliminary title opinion to seller's attorney and the Cit Administrator; finalize all closing documents; communications to City Administrator requesting check in the amount of $1.00 for closing; review of revised offer and closing documents in preparation for closing	2.10 hrs	346.50

12|29|2017	MJP	Hodge Construction: Attend closing at City Hall	0.50 hrs	82.50
				$1,567.50

Timekeeper Summary		Rate	Hours	Amount
Mark J Parmenter	Partner	165.00	9.50	$1,567.50
			9.50	$1,567.50

Billing Summary

Total professional services	$1,567.50
Total of new charges for this invoice	$1,567.50
Plus net balance forward	+$0.00
Total balance now due	**$1,567.50**

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December 31, 2017

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

Invoice #	21187
Client #	000016158
Matter #	000000005
Billing through	12/31/2017

Municipal Traffic Matters

Balance forward as of invoice dated: 11/30/2017	$676.50
Payments received since last invoice	676.50
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

12|04|2017	MJP	Steffensmeier: Review citation; communications with Chief Marks regarding same and necessity for witness; telephone conference with witness requesting that she appear as a witness for trial	0.40 hrs	66.00
12|04|2017	MJP	Baier: Attention to file and cam video in preparation for today's trial; prepare question outline for Officer Allaire; travel to and from the Linn County Courthouse to prosecute traffic offense; prosecute traffic citation with Court ruling from the bench finding the Defendant guilty	1.70 hrs	280.50
12|06|2017	MJP	Steffensmeir: Telephone conference with insurance representative on behalf of injured party regarding my request that she testify at this week's traffic trial; telephone conference with Officer Allaire regarding incident	0.60 hrs	99.00

12|07|2017	MJP	Steffensmeier: Receipt of and review of Officer's body cam in preparation for traffic trial	0.20 hrs	33.00
12|08|2017	SMP	Steffensmeier: Prosecution of failure to yield left hand turn with Atty Parmenter. Travel to and from the courthouse. While at the courthouse, we waited for the Defendant to appear. After we had been there about 20 minutes, the court attendant informed us the Defendant had pled guilty although no filing had been provided to us.	0.00 hrs	0.00
12|08|2017	MJP	Hibbing: Draft subpoena for traffic trial; draft letter to Chief Marks to accompany same and Court Order setting date and time for trial	0.40 hrs	66.00
12|08|2017	MJP	Stefensmeir: Attention to file in preparation to prosecute ticket ; travel to and from the Linn County Courthouse; prosecute traffic offense with Defendant being found guilty	0.90 hrs	148.50
12|14|2017	SMP	Reviewed body camera footage from the officer at the scene. Saved video to computer for use at hearing today and captured stills to show to the judge in trial.	0.00 hrs	0.00
12|14|2017	SMP	Hines: Failure to maintain safety belt: travel to court house with Atty Parmenter; Observed Atty Parmenter present evidence through Officer Vic and body cam footage; Defendant was found guilty.	0.00 hrs	0.00
12|14|2017	MJP	Hines-Failure to Maintain or Use Safety Belt: Review Officer Vick's body camera and prepare question outline in preparation; travel to and from Linn County Courthouse to prosecute citation with Court finding defendant guilty	1.00 hrs	165.00
12|17|2017	SMP	Ballard: Review case file including order setting trial and complaint. Prepared outline for trial.	0.00 hrs	0.00
12|18|2017	SMP	Ballard: Discuss with lead Atty, Mark Parmenter how to procede in traffic court with Defendant, Shawn Ballard. Further draft of direct examination of Officer Breidinger.	0.00 hrs	0.00

12|18|2017	SMP	Ballard: Draft and file Motion to Amend Citation from 35 MPH in 25 to the radar speed of 38 MPH in a 25 MPH zone.	0.40 hrs	62.00
12|20|2017	SMP	Ballard: travel to and from courthouse; meet with officer; show defendant video evidence of radar clocking his speed at 38 MPH; defendant pled guilty to the fine as written.	1.00 hrs	155.00
				$1,075.00

Timekeeper Summary

		Rate	Hours	Amount
Mark J Parmenter	Partner	165.00	5.20	$858.00
Shannon M Powers	Associate	155.00	1.40	$217.00
			6.60	$1,075.00

Billing Summary

Total professional services	$1,075.00
Total of new charges for this invoice	$1,075.00
Plus net balance forward	+$0.00
Total balance now due	**$1,075.00**