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June 14, 2018

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 May 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
Phone: 319-365-1184 • Fax: 319-365-1186

4401 Westown Parkway, Suite 212
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Please respond to Cedar Rapids office

LWC

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Suite 700, Higley Building 118 Third Avenue SE P.O. Box 1927 Cedar Rapids, IA 52406-1927
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TIN# 20-8617329
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May 31, 2018

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

Invoice #	22243
Client #	000016158
Matter #	000000005
Billing through	05/31/2018

Municipal Traffic Matters

Balance forward as of invoice dated: 04/30/2018	$806.00
Payments received since last invoice	806.00
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

05|07|2018	SMP	Michael Hensley: Draft trial outline for no registration ticket.	0.30 hrs	46.50
05|09|2018	SMP	Cody James Harnett: Prepare subpoena and corresponding letter to Chief Marks.	0.30 hrs	46.50
05|14|2018	SMP	Michael Allen Hensley - Travel to and from the Courthouse. Meet Officer Vick. Discuss the case with Defendant. Proceed to trial. Defendant found guilty.	0.90 hrs	139.50
05|17|2018	SMP	Cody Hartnett: Draft Motion to Continue as Officer Naaktegeboren will be out of town.	0.30 hrs	46.50
05|18|2018	SMP	Cody Hartnett: Prepare subpoena and corresponding letter to be provided to Chief Marks and Officer Naaktegeboren.	0.30 hrs	46.50
05|18|2018	SMP	Joseph Robert Melsha: Prepare trial outline for trial on Wednesday 5.23.18.	0.30 hrs	46.50

05|22|2018	SMP	Joseph Melsha: Conference with Defendant regarding his upcoming trial and that he would not plead guilty as he had not seen the video	0.20 hrs	31.00
05|23|2018	SMP	Joseph Melsha: Travel to and from court house, meet with Officer Kremer, review dash cam video, wait for second call for Defendant, Defendant did not appear, prove up to the case to the judge, Defendant found guilty.	1.20 hrs	186.00
05|31|2018	SMP	Joseph Melsha - Prepare documents for upcoming hearing demonstrating Mr. Melsha was mailed notice by the Court and that he has paid the fine.	0.20 hrs	31.00
				$620.00

Timekeeper Summary		Rate	Hours	Amount
Shannon M Powers	Associate	155.00	4.00	$620.00
			4.00	$620.00

Billing Summary

Total professional services	$620.00
Total of new charges for this invoice	$620.00
Plus net balance forward	+$0.00
Total balance now due	**$620.00**

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May 31, 2018

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

Invoice # 22244
Client # 000016158
Matter # 000000008
Billing through 05/31/2018

Water Dept General Matters

Balance forward as of invoice dated: 03/31/2018	$330.00
Payments received since last invoice	330.00
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

05|07|2018	MJP	Meeting at City with Water Superintendent, City Administrator and City Clerk regarding employee matters	1.00 hrs	165.00
05|08|2018	MJP	Exchange electronic communications with Water Superintendent regarding meeting with employee with suggestions on how to memorialize same	0.20 hrs	33.00
05|30|2018	MJP	Communications with Sara Ries regarding backflow warning letters and how to address same	0.20 hrs	33.00
				$231.00

Timekeeper Summary		Rate	Hours	Amount
Mark J Parmenter	Partner	165.00	1.40	$231.00
			1.40	$231.00

Billing Summary

Total professional services	$231.00

Total of new charges for this invoice	$231.00
Plus net balance forward	+$0.00
Total balance now due	**$231.00**

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May 31, 2018

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

Invoice # 22242
Client # 000016158
Matter # 000000003
Billing through 05/31/2018

General Real Estate Matters

Balance forward as of invoice dated: 04/30/2018	$1,237.50
Payments received since last invoice	1,237.50
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

05|07|2018	MJP	Dog Park: Electronic communication to County Attorney and Wright's attorney again requesting whether there are any further revisions to the documents and setting a deadline of May 10th at noon so the documents can be on the agenda for the next City Council meeting for consideration; emails to City staff regarding same	0.30 hrs	49.50
05|16|2018	MJP	Dog Park: Exchange electronic communications with attorneys to confirm when documents to be presented to the County for approval and to set a proposed date to close on the transactions	0.20 hrs	33.00

05|16|2018	MJP	Dog Park: Electronic communication to Assistant County Attorney and attorney for Dave Wright reminding both that the Hiawatha City Council will be presented with documents to approve for the Dog Park, request status as to whether the County has approved its documents and request to set date for closing; receipt of confirmation from Assistant County Attorney that he is in agreement with all documents and that approval to go before Board of Supervisors next week; further communication attempting to set a closing date	0.40 hrs	66.00
05|02|2018	MJP	Dog Park: Exchange electronic communications with City Engineer and Community Development Director regarding requested revisions from Wright's attorney for the Quit Claim Deeds	0.20 hrs	33.00
05|02|2018	MJP	Dog Park: Receipt of requested revisions to Quit Claim Deed for Lots 16, 17 and 18; electronic communication to City Engineer, Community Development Director and City Administrator to accompany copy of revised deed for their review and approval of same	0.30 hrs	49.50
05|03|2018	MJP	Dog Park: Revise and edit Quit Claim Deeds for Lots 16, 17 and 18; revise Dog Park Build out Agreement; forward revised drafts to the attorneys for approval; forward to City Administrator and Parks Director	0.30 hrs	49.50
05|08|2018	MJP	Taylor Property: Receipt and review of POS; follow up telephone call with City Engineer regarding same; draft electronic communication to City Staff with recommendations on POS and moving toward closing on the property	0.30 hrs	49.50
05|08|2018	MJP	Taylor Property: Draft and prepare Warranty Deed, Groundwater Hazard Statement, Declaration of Value and Closing Statement	1.20 hrs	198.00
05|14|2018	MJP	Taylor Property: Receipt of first abstract of title; review, exam and prepare title opinion	1.20 hrs	198.00

05|15|2018	MJP	Taylor Property: Telephone conference with City Engineer regarding questions surrounding ownership of the subject property after examination of the abstract	0.20 hrs	33.00
05|15|2018	MJP	Taylor Property: Receipt of second abstract of title; review, exam and prepare title opinion	0.00 hrs	0.00
05|21|2018	MJP	Taylor Property: Exchange electronic communications with Sharon Taylor and the other sellers requesting names of all spouses and a sample notary certification for Canada	0.20 hrs	33.00
05|21|2018	MJP	Taylor Property: Draft and prepare Warranty Deed, Groundwater Hazard Statement, Declaration of Value and Closing Statement	1.30 hrs	214.50
05|22|2018	MJP	Dog Park: Exchange electronic communications with the Assistant County Attorney and Dave Wright's attorney regarding the discrepancy in the legal description for Lot 18	0.20 hrs	33.00
05|22|2018	MJP	Taylor Property: Receipt of electronic communication from City Administrator with Sharon Taylor's request to have settlement funds paid to a partnership; review abstracts for such partnership; research Iowa Secretary of State to see if such entity is registered; electronic communication to City Administrator regarding same	0.40 hrs	66.00
05|23|2018	MJP	Taylor Property: Telephone conference with City Administrator regarding partnership issue and payment to same; electronic communication to Sharon Taylor seeking clarification on same	0.30 hrs	49.50
05|24|2018	MJP	Taylor Property: Revise draft Warranty Deed to include Canadian Notary and forward same to City Engineer to confirm legal description is correct	0.30 hrs	49.50
05|29|2018	MJP	Taylor Property: exchange electronic communications with City Engineer regarding proper legal description for subject property given Plat of Survey	0.20 hrs	33.00

05|30|2018	MJP	Taylor Property: conference call with City Engineer regarding legal description for property; telephone conference with Linn County Auditor to confirm use of Plat of Survey acceptable by the Auditor; electronic communication to sellers to accompany Warranty Deed to be executed by Judy Rogers in Canada and returned to Sharon Taylor	0.50 hrs	82.50
				$1,320.00

Timekeeper Summary

		Rate	Hours	Amount
Mark J Parmenter	Partner	165.00	8.00	$1,320.00
			8.00	$1,320.00

Billing Summary

Total professional services	$1,320.00
Total of new charges for this invoice	$1,320.00
Plus net balance forward	+$0.00
Total balance now due	**$1,320.00**

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May 31, 2018

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

Invoice #	22241
Client #	000016158
Matter #	000000002
Billing through	05/31/2018

General Matters

Balance forward as of invoice dated: 04/30/2018	$2,590.50
Payments received since last invoice	2,590.50
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

05|01|2018	MJP	Meeting at City Hall with the Mayor, City Administrator, Staff and bonding attorneys regarding approach to sell City owned property condemned for purposes of right-of-way	1.40 hrs	231.00
05|02|2018	MJP	Revise Solar Panel Agreement	0.30 hrs	49.50
05|02|2018	MJP	Attend City Council meeting	0.80 hrs	132.00
05|03|2018	MJP	Solar Panel: review emails with suggested revisions to Agreement; telephone conference with Parks Director regarding same; revise and edit Agreement and forward same to the Parks Director and City Administrator for review and consideration	0.50 hrs	82.50
05|04|2018	MJP	Review City Administrator's revisions to Solar Panel Agreement; comment and offer additional revisions for consideration	0.20 hrs	33.00

05|07|2018	MJP	Exchange several electronic communications with attorney Daniel Manning regarding setting date and time for possible meeting with City Staff regarding his client's issues with Hiawatha's plumping code; telephone conference with attorney Manning regarding same	0.30 hrs	49.50
05|07|2018	MJP	Meeting at City Hall with City Administrator regarding various City matters	0.30 hrs	49.50
05|10|2018	MJP	Conference call with City Administrator and City Staff to discuss several City matters	0.70 hrs	115.50
05|10|2018	MJP	Revise and edit the City Administrator's 5-page Employment Agreement	0.80 hrs	132.00
05|11|2018	MJP	Receipt of electronic communication from the Fire Chief regarding the sale of fireworks in the City and the City's permit fee for a tent; exchange electronic communications with the Fire Chief regarding same	0.30 hrs	49.50
05|15|2018	MJP	Telephone conference with City Administrator regarding various City matters including issues at the next City Council meeting	0.20 hrs	33.00
05|16|2018	MJP	Attend City Council meeting	0.80 hrs	132.00
05|17|2018	MJP	Final revisions to the Solar Panel Agreement with Hiawatha Kid's League; forward same to Parks Director for execution of same	0.30 hrs	49.50
05|17|2018	MJP	Receipt, review and comment on 16-page Unmanned Aerial Systems Policy	1.00 hrs	165.00
05|22|2018	MJP	Meeting at City Hall with Staff to discuss done policy; discussion with City Administrator regarding other City matters; discussion with the Police Chief regarding ongoing matter	1.20 hrs	198.00
				$1,501.50

Timekeeper Summary		Rate	Hours	Amount
Mark J Parmenter	Partner	165.00	9.10	$1,501.50
			9.10	$1,501.50

Billing Summary

Total professional services	$1,501.50
Total of new charges for this invoice	$1,501.50
Plus net balance forward	+$0.00
Total balance now due	**$1,501.50**