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September 23, 2016

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 August 2016. 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 310
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Please respond to Cedar Rapids office

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August 31, 2016

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

Invoice #	17706
Client #	000016158
Matter #	000000006
Billing through	08/31/2016

Annexation General Matters

Balance forward as of invoice dated: 08/31/2014	$448.00
Payments received since last invoice	448.00
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

08|17|2016	MJP	Review draft annexation agreement with the City of Robins and exhibits referenced in same; draft electronic communication to City Administrator and Dick Ransom regarding same; telephone conference with Dick Ransom regarding same; revise and edit agreement; draft electronic communication to City Administrator and Dick Ransom regarding same	0.60 hrs	96.00
08|18|2016	MJP	Telephone conference with City Administrator regarding possible annexation agreement and other related issues	0.40 hrs	64.00
				$160.00

Timekeeper Summary

		Rate	Hours	Amount
Mark J Parmenter	Partner	160.00	1.00	$160.00
			1.00	$160.00

Billing Summary

Total professional services	$160.00
Total of new charges for this invoice	$160.00
Plus net balance forward	+$0.00
Total balance now due	**$160.00**

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August 31, 2016

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

Invoice #	17705
Client #	000016158
Matter #	000000005
Billing through	08/31/2016

Municipal Traffic Matters

Balance forward as of invoice dated: 07/31/2016	$1,020.00
Payments received since last invoice	1,020.00
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

08|07|2016	MRD	Juan Sanchez Velasco: Prepare trial materials to prosecute citations for failure to maintain control, failure to have proof against liability, and failure to have a valid drivers license	0.50 hrs	75.00
08|08|2016	MRD	Juan Velasco: Travel to and from Linn County Courthouse and prosecute citations for failure to maintain control, no valid license, and no proof of insurance	0.90 hrs	135.00
08|19|2016	MRD	Emmett Landfair: Prepare and send trial subpoena to Officer Alliare for citation for failure to obey a traffic control device	0.20 hrs	30.00
08|23|2016	MRD	Antonio Chalmers: Prepare and send trial subpoena to Officer Bartels for speeding citation	0.20 hrs	30.00
08|24|2016	MRD	El Orm: Prepare and send trial subpoena to Officer Manhart for failure to obey traffic control device	0.20 hrs	30.00

	$300.00

Timekeeper Summary		Rate	Hours	Amount
Megan R Dimitt	Associate	150.00	2.00	$300.00
			2.00	$300.00

Billing Summary

Total professional services	$300.00
Total of new charges for this invoice	$300.00
Plus net balance forward	+$0.00
Total balance now due	**$300.00**

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August 31, 2016

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

Invoice #	17704
Client #	000016158
Matter #	000000003
Billing through	08/31/2016

General Real Estate Matters

Balance forward as of invoice dated: 07/31/2016	$629.80
Payments received since last invoice	629.80
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

08|01|2016	MJP	Review file in preparation for conference call with City Finance Director regarding property purchased by City of Hiawatha in Cedar Rapid from Sattler; telephone conference with Finance Director regarding same	0.50 hrs	80.00
08|17|2016	MJP	Draft letter to Dr. Chad Abernathey to accompany filed Quit Claim Deed, Groundwater Hazard Statement and Declaration of Value for Langston Drive	0.20 hrs	32.00
				$112.00

Timekeeper Summary

		Rate	Hours	Amount
Mark J Parmenter	Partner	160.00	0.70	$112.00
			0.70	$112.00

Billing Summary

Total professional services	$112.00
Total of new charges for this invoice	$112.00

Plus net balance forward	+$0.00
Total balance now due	**$112.00**

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August 31, 2016

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

Invoice #	17703
Client #	000016158
Matter #	000000002
Billing through	08/31/2016

General Matters

Balance forward as of invoice dated: 07/31/2016	$2,144.00
Payments received since last invoice	2,144.00
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

08|01|2016	MJP	Telephone conference with City Finance Director regarding payments in default regarding loan agreement with former employee and issues related to same; review demand letter	0.30 hrs	48.00
08|02|2016	MJP	Receipt of draft demand letter to former employee for tuition reimbursement; revise and edit same; draft electronic communication to City Finance Director regarding same	0.30 hrs	48.00
08|03|2016	MJP	Attend City Council meeting including Closed Session	1.00 hrs	160.00
08|17|2016	MJP	Telephone conference with Finance Director regarding past due payment from employee regarding repayment of tuition; draft and prepare follow up letter and forward same to Finance Director	0.40 hrs	64.00
08|18|2016	MJP	Telephone conference with the City Administrator regarding several City matters	0.30 hrs	48.00

08|25|2016	MJP	Telephone conference with City Engineer regarding development agreements and how to release same once agreed to items are completed	0.30 hrs	48.00
08|25|2016	MJP	Review and revise City Council Policy and Procedures document; forward same to City Clerk	0.50 hrs	80.00
08|26|2016	MJP	Telephone conference with City Administrator regarding various City matters.	0.30 hrs	48.00
08|31|2016	MJP	Telephone conference with Community Development Director regarding development agreement issue and other related issues	0.30 hrs	48.00
				$592.00

Timekeeper Summary		Rate	Hours	Amount
Mark J Parmenter	Partner	160.00	3.70	$592.00
			3.70	$592.00

Billing Summary

Total professional services	$592.00
Total of new charges for this invoice	$592.00
Plus net balance forward	+$0.00
Total balance now due	**$592.00**