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August 10, 2017

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 July 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

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

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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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July 31, 2017

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

Invoice # 20139
Client # 000016158
Matter # 000000002
Billing through 07/31/2017

General Matters

Balance forward as of invoice dated: 06/30/2017	$1,593.00
Payments received since last invoice	1,593.00
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

07|06|2017	MJP	Telephone conference with the City Administrator regarding several City matters including the possible sale of City owned property	0.40 hrs	66.00
07|11|2017	MJP	Telephone conference with City Administrator regarding various City matters including background checks for City volunteers	0.40 hrs	66.00
07|19|2017	MJP	Telephone conference with City Administrator regarding tonight's upcoming City Council meeting including two closed sessions	0.30 hrs	49.50
07|19|2017	MJP	Review Service Agreement for Fire Department in preparation for City Council meeting; attend City Council meeting including two closed sessions	1.40 hrs	231.00

07|21|2017	MJP	Telephone conference with Fire Chief regarding Provision of Services Agreement and Business Associate Agreement; review both agreements and comment on same; draft detailed electronic communication to the Fire Chief and the City Administrator with my comments and suggested revisions to same	1.30 hrs	214.50
07|24|2017	MJP	Exchange electronic communications with the City Administrator and Fire Chief regarding agreement for services	0.20 hrs	33.00
				$660.00

Timekeeper Summary		Rate	Hours	Amount
Mark J Parmenter	Partner	165.00	4.00	$660.00
			4.00	$660.00

Billing Summary

Total professional services	$660.00
Total of new charges for this invoice	$660.00
Plus net balance forward	+$0.00
Total balance now due	**$660.00**

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July 31, 2017

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

Invoice # 20140
Client # 000016158
Matter # 000000003
Billing through 07/31/2017

General Real Estate Matters

Balance forward as of invoice dated: 06/30/2017	$32.00
Payments received since last invoice	32.00
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

07|22|2017	MJP	Exchange electronic communications with City Administrator and City Engineer regarding researching appraisals and county records to assist with determine property value	0.20 hrs	33.00
07|24|2017	MJP	Exchange electronic communications with the City Administrator and City Engineer regarding calculating square footage for City owned property and determining value of same; follow up telephone conference with the City Engineer regarding same	0.30 hrs	49.50
				$82.50

Timekeeper Summary

		Rate	Hours	Amount
Mark J Parmenter	Partner	165.00	0.50	$82.50
			0.50	$82.50

Billing Summary

Total professional services	$82.50

Total of new charges for this invoice	$82.50
Plus net balance forward	+$0.00
Total balance now due	**$82.50**

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July 31, 2017

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

Invoice # 20141
Client # 000016158
Matter # 000000005
Billing through 07/31/2017

Municipal Traffic Matters

Balance forward as of invoice dated: 06/30/2017	$405.00
Payments received since last invoice	405.00
Accounts receivable balance forward	$0.00

PROFESSIONAL SERVICES

07|07|2017	MRD	Alan Lee: Prepare and send trial subpoena in preparation to prosecute citation for failure to yield upon turn	0.20 hrs	31.00
07|10|2017	MRD	Shimeng Gao: Prepare and serve trial subpoena on Officer Allaire for trial attendance to prosecution citations for speeding and failure to have a valid drivers license	0.20 hrs	31.00
07|10|2017	MRD	Shimeng Gao - Correspondence to Officer Allaire requesting information on citations	0.20 hrs	31.00
07|10|2017	MRD	Shimeng Gao: Telephone call from Defendant regarding citations for failure to have a valid driver's license and speeding	0.20 hrs	31.00
07|19|2017	MRD	Shimeng Gao: Telephone call from Defendant inquiring as to status of production of discovery and advise video will be produced when it is received	0.20 hrs	31.00

07|22|2017	MRD	Shimeng Gao: Correspondence to defendant conveying picture of radar gun and offer to dismiss invalid license citation upon proof of obtaining Iowa license and upon guilty plea to speeding	0.30 hrs	46.50
07|27|2017	MRD	Shimeng Gao: Correspondence to Officer Allaire requesting copy of video be sent to our office	0.20 hrs	31.00
07|31|2017	MRD	Shimeng Gao: Electronic correspondence to Defendant responding to his request for confirmation that I received court order requiring production of discovery and advise that I had received the same and had discovery for him	0.30 hrs	46.50
07|31|2017	MRD	Shimeng Gao: Receipt of order regarding discovery and travel to HPD to pick up in car camera for production to defendant; discussion with Officer Alliare regarding facts and circumstances of the citations for failure to have a valid driver's license and speeding	0.50 hrs	77.50
				$356.50

Timekeeper Summary

		Rate	Hours	Amount
Megan R Dimitt	Associate	155.00	2.30	$356.50
			2.30	$356.50

Billing Summary

Total professional services	$356.50
Total of new charges for this invoice	$356.50
Plus net balance forward	+$0.00
Total balance now due	**$356.50**