

1 **SMILEY WANG-EKVALL, LLP**
 Kyra E. Andrassy, State Bar No. 207959
 2 *kandrassy@swelawfirm.com*
 Michael L. Simon, State Bar No. 300822
 3 *msimon@swelawfirm.com*
 Timothy W. Evanston, State Bar No. 319342
 4 *tevanston@swelawfirm.com*
 3200 Park Center Drive, Suite 250
 5 Costa Mesa, California 92626
 Telephone: 714 445-1000
 6 Facsimile: 714 445-1002

7 Counsel for David Stapleton, Receiver

8 **UNITED STATES DISTRICT COURT**
 9 **NORTHERN DISTRICT OF CALIFORNIA**

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SECURITIES AND EXCHANGE COMMISSION,

Plaintiff,

v.

SILICONSAGE BUILDERS, LLC aka
SILICON SAGE BUILDERS and SANJEEV
ACHARYA,

Defendants.

Case No. 3:20-cv-09247-SI

**AMENDED TENTH INTERIM FEE
 APPLICATION OF DAVID STAPLETON,
 RECEIVER, FOR THE PERIOD FROM
 APRIL 1, 2023 THROUGH JUNE 30,
 2023; DECLARATION OF DAVID
 STAPLETON IN SUPPORT THEREOF**

Hearing Information:

DATE: December 1, 2023

TIME: 10:00 a.m.

CTRM: 1 – 17th Floor (Hearing by Zoom)

Judge: Susan Illston

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1 **I. INTRODUCTION**

2 David P. Stapleton, the permanent receiver (the "Receiver") appointed by the
3 Court pursuant to the *Order on Plaintiff Securities and Exchange Commission's Motion*
4 *for Appoint of Receiver* (the "Receivership Order") that was entered on February 10,
5 2021, hereby submits his Tenth Interim Application for Payment of Fees and
6 Reimbursement of Expenses (the "Application") as required by the Receivership Order.
7 This Application is the tenth interim application for allowance and reimbursement of fees
8 and expenses submitted by the Receiver and covers the period from April 1, 2023, to
9 June 30, 2023 (the "Application Period").

10 By this Application, the Receiver requests that the Court approve his fees and
11 expenses in the amounts of \$355,504.50 and \$1,303.60, respectively. Of the
12 \$355,504.50 in fees, \$304,975.00 of this amount is attributable to the day-to-day
13 management of two ongoing construction projects and pursuant to a Construction
14 Funding Agreement approved by the Court in December 2021, are the financial
15 responsibility of Acres Loan Origination, although they must first be allowed by the Court.
16 The balance of the fees totals \$50,529.50, and with respect to those fees, the Receiver
17 requests that the Court authorize payment, on an interim basis, of 80% of these fees, or
18 \$40,423.60, and 100% of his expenses, or \$1,303.60, from available funds.

19 The Receiver is informed that the SEC has no objection to the relief sought in this
20 Application.

21
22 **II. GENERAL SUMMARY**

23 During the Application Period, the Receiver incurred fees in the amount of
24 \$355,504.50 and expenses in the amount of \$1,303.60. As detailed herein, the Receiver
25 and his staff spent approximately 1,234.80 hours working on behalf of the Receivership
26 Entities, at an average hourly billing rate of \$287.90. The vast majority of these fees and
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1 time – 1,036.90 hours for a total of \$304,975.00 in fees¹ – is attributable to two time-
2 intensive, mid-stream construction projects, the Almaden and Osgood projects, for which
3 the Receiver has taken over as owner’s representative and led the primary construction
4 management responsibilities. The Receiver’s tasks related to the Almaden and Osgood
5 projects are discussed in further detail below and, subject to the approval of the fees by
6 the Court, the lender for these two projects is funding the payment of these fees as part
7 of the consideration for the Construction Funding Agreement that the Court approved in
8 December 2021, as amended. The \$50,529.50 balance of the fees is a liability of the
9 receivership estate once allowed. Accordingly, the Receiver is requesting allowance of
10 total fees of \$355,504.50 and his costs of \$1,303.60. He requests authorization to pay
11 80% of \$50,529.50, or \$40,423.60, and the \$1,303.60 in costs from funds on hand. The
12 Receiver will seek payment of the remaining 20% balance at a later date. The
13 \$304,975.00 balance of the fees will be paid by Acres Loan Origination pursuant to the
14 terms of the Construction Funding Agreement, as amended. The Receiver's fees and
15 average hourly billing rate represent significant savings to the Receivership Estate due in
16 substantial part to the discount the Receiver has applied to all time on this matter and the
17 efficient utilization of his team's expertise and experience in forensic accounting, complex
18 real estate development and operational issues and asset disposition efforts.

19

20 **III. OVERVIEW OF THE RECEIVERSHIP CASE**

21 Through June 30, 2023, the Receiver has closed escrow on twelve different
22 properties that have generated more than \$14.0 million for the Receivership Estate. The
23 Receiver has continued to analyze the books and records of the Receivership Entities in
24 order to determine whether one or more of the entities operated as a unitary enterprise
25 such that assets and liabilities should be pooled. The Receiver has also been working to
26 identify potential claims against third parties who received more money than they put into
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¹ Almaden total hours were 638.50 and total fees were \$188,388.50; Osgood total hours were 398.40 and total fees were \$116,586.50.

1 the Receivership Entities and were therefore "net winners." The Receiver obtained
2 approval of the claims procedures and has recently mailed the claims packages to
3 creditors and investors. The Receiver has also continued with the construction on the two
4 ongoing condominium projects, one of which is nearly complete and preparing to start
5 selling units as of the filing of this Application.

6 A summary of the Receiver's time by category and the Receiver's invoices for
7 everything other than Osgood and Almaden are attached as Exhibit 1. The Receiver's
8 invoices for Osgood and Almaden are attached as Exhibit 2. The Standardized Fund and
9 Accounting Report required by the SEC is attached as Exhibit 3.

11 **IV. SERVICES RENDERED DURING THE APPLICATION PERIOD**

12 During the Application Period, the fees and expenses incurred by the Receiver
13 totaled \$355,504.50 and \$1,303.60, respectively. The services performed by the
14 Receiver during the Application Period are described below, and in more detail in the
15 Receiver's invoices, which are attached hereto as Exhibits 1 (for categories other than
16 Almaden and Osgood) and 2 (for Almaden and Osgood).

17 **A. Asset Disposition and Recovery**

18 [0.8 Hours; Total Fees \$246.00]

19 During the Application Period, the Receiver and his team continued marketing and
20 sale efforts for the last two properties other than Almaden and Osgood (efforts related to
21 which are described separately in this Application). The Receiver managed marketing
22 strategies and attended to various issues related to properties previously abandoned or
23 administered. The Receiver also finalized the disposition of various building materials and
24 other items previously stored at the Osgood 2 warehouse.

25 **B. Accounting and Financial Matters**

26 [54.3 Hours; Total Fees \$13,043.00]

27 During the Application Period, the Receiver deposited receipts, processed
28 disbursements and recorded all activity for the Receivership Estate. The Receiver's

1 accounting team has continued to work with the operations team and third parties to
2 understand income and receipts and track the accounting activity for the Receivership
3 Estate.

4 **C. General Administrative Matters**

5 [10.6 Hours; Total Fees \$1,808.50]

6 The Receiver's staff recorded general administrative tasks relevant to other
7 categories of work in this category. During the Application Period, they reviewed notices
8 received in the mail, answered inquiries from miscellaneous vendors regarding issues
9 involving the Receivership Entities, processed paperwork involving pre-receivership bank
10 accounts, located files on the former Silicon Sage server, processed court filings and
11 posted updates to the receivership website.

12 **D. Forensic Strategy & Analysis**

13 [2.2 Hours; Total Fees \$748.00]

14 The Receiver and his staff continued to devote time to the Forensic Analysis,
15 including review of bank records, historical financial statements and cash flow,
16 accounting data, investor documentation, subscription agreements and other records to
17 support the Receiver's Motion regarding the Pooling of Assets and Liabilities and his
18 recommendation to the Court that the entities be treated as a unitary enterprise. The
19 Receiver also provided his analysis to federal investigators The Receiver has also
20 identified investors who received back more than they put in, thereby making them "net
21 winners." The Receiver expects to seek Court approval to pursue the profits from these
22 investors.

23 **E. Case Management**

24 [13.4 Hours; Total Fees \$4,806.50]

25 During the Application Period, the Receiver and his staff attended to a wide array
26 of general items associated with managing the Receivership Estate. During the
27 Application Period, the Receiver and his team reviewed and approved the status of the
28 remaining open items related to this case, reviewed and approved filings, reviewed and

1 approved general cash flow and payables, worked to resolve IT issues, and
2 communicated with vendors and lienholders to resolve inquiries from these parties
3 related to pending contracts and leased equipment.

4 **F. Claims**

5 [84.5 Hours; Total Fees \$20,351.00]

6 During the Application Period, the Receiver continued to receive inquiries from
7 investors regarding the Court approved claims process and discussed responses to pre-
8 receivership vendors regarding requests for payments and introduced them to general
9 timeline and procedure of the claims process. The Receiver has reviewed over 680
10 claims totaling more than \$377 million. The Receiver will be performing additional review
11 and vetting of claims in future periods to determine the allowable amount of claims. The
12 Receiver began to prepare the applicable documents concerning notice of the claims
13 process to all of the estate's creditors.

14 **G. Reporting**

15 [12.1 Hours; Total Fees \$3,892.00]

16 During the Application Period, the Receiver and his staff devoted attention to the
17 preparation and review of the Receiver's *Ninth Quarterly Report*, as well as all attendant
18 supporting documents. Additionally, the Receiver and his staff assisted in the preparation
19 of the various sale motions filed with the Court and the Receiver's declarations submitted
20 in support of those motions.

21 **H. Almaden**

22 [638.5 Hours; Total Fees \$188,388.50]

23 During the Application Period, the Receiver and his staff continued to progress the
24 Almaden project. The Receiver continued to work with the construction manager, Suffolk
25 Construction, to proceed with construction and negotiate change orders, for work
26 resulting from current field conditions due to Silicon Sage's deficient installed work.

27 The Receiver's team continues to lead all design requirements and coordinate the
28 interfacing between design professionals, Suffolk, and the respective civic personnel.

1 During this period, the Receiver's team continued to monitor contract progress for
2 vendors, professionals and subcontractors working on the projects. This effort includes
3 monitoring the status of construction costs and revising the construction budget to
4 appropriately reflect the status of the project. The Receiver continues to identify
5 additional unknowns which require analysis and periodic updates to the budget. The
6 Receiver has worked directly with several vendors to negotiate final bid requirements and
7 negotiate contracts. The Receiver worked with Suffolk to get bids for the additional
8 required work and then incorporated these into updated versions of the budget.

9 As of the Second quarter of 2023, Almaden continues to make progress towards
10 completion of construction. As of the date of this application, all level 5, 4, 3 and 2 units
11 have been completed. Level 1 units are around 80% complete. All 3 elevators are
12 operational off temporary power, and we have received the temporary elevator certificate,
13 which has allowed us to remove the man lift from the exterior of the site. Contracts have
14 been executed with PG&E and substantial progress has been made in completing the
15 required electrical upgrades to the system by PG&E. Work should be completed within
16 the next month, making the project cleared for construction and allowing PG&E to
17 energize the site. In addition to the electrical redesign, the storm drain system needs
18 extensive corrections, due to work that was deficiently installed pre-receivership. This has
19 slowed the pace of the perimeter site work, but the Receiver continues to coordinate and
20 sequence these scopes of work, to ensure the project is completed as efficiently as
21 possible. Exterior stucco system of the building is now 100% complete. The main lobby
22 area has been enclosed with the storefront glass and common areas within the building
23 continue to track towards completion.

24 The Receiver has also prepared for the marketing and sale efforts during the
25 period, including coordination with the DRE on amended Public Report. Once the DRE
26 approves the amended public report and the updated form of the purchase agreement,
27 the sales team will start the process of reaching out to purchasers who remain under their
28 original contract. This will assist transitioning them to the approved form of the

1 agreement, so that once construction is completed, sale closings can begin seamlessly.

2 The Receiver has been involved in ensuring the proper site inspections have been
3 coordinated to ensure that the project is progressing up to current construction standards.
4 The Receiver continues to manage the RFP process to make sure that Suffolk, when
5 feasible, gets multiple competitive bids for all of the work required, processes payment for
6 all work completed from the protective advances, processes conditional and
7 unconditional lien releases from the various subcontractors upon completion of work,
8 prepares analysis of budget-to-actual, and is responsible for the accounting and financial
9 reporting for the project. The Receiver has worked with various utility providers to
10 establish services required, reviewed and approved insurance requirements for
11 subcontractors, and review status with sales team. The Receiver has also communicated
12 with buyers regarding status and timeline for completion of the project, and details
13 regarding deposit monies related to their contracts to purchase completed condominium
14 units. The Receiver continues to work closely with Acres Capital, the construction lender
15 on the project.

16 Pursuant to the Construction Funding Agreement approved by the Court in
17 December, fees that the Receiver incurs in connection with the day-to-day management
18 of this project are to be paid by Acres Loan Origination and must first be allowed by the
19 Court. Although the Construction Funding Agreement contained a cap of \$1.8 million that
20 was exceeded in the prior application, Acres has agreed to continue to fund the
21 Receiver's fees in connection with the construction pursuant to an agreement being
22 documented between them. Under that agreement, the Receiver is agreeing to a
23 reduction in the total amount to be paid over time by \$100,000, which will be a write-off
24 and not sought from the estate. Since this time, the Receiver has presented a new fee
25 cap based on the extended completion date of its services. The increase in the cap does
26 not affect the estate because these payments are not added to the Acres indebtedness
27 but are instead an additional cost that it is incurring.

28

1 **I. Balbach**

2 [0.2 Hours; Total Fees \$42.00]

3 During the Application Period, the Receiver and his staff attended to some
4 miscellaneous issues regarding this entity, which closed a sale of its property in a prior
5 quarter.

6 **J. Osgood**

7 [398.4 Hours; Total Fees \$116,586.50]

8 This project is similarly situated to the Almaden project. During the Application
9 Period, the Receiver finalized the completion of the Osgood project through coordination
10 with the construction manager, Suffolk Construction, and initiated efforts related to the
11 coordination of sales and marketing efforts. The Receiver has led the sales team
12 regarding communication with existing buyers and status of future sales and pricing. The
13 Receiver has met all California Department of Real Estate (“DRE”) requirements to-date,
14 which has included updating and maintaining the HOA budget reserve, as well as
15 working with the subdivision processing officers at the title company to amend and file all
16 DRE documents required. Receiver has sat on board of HOA to ensure community has
17 been setup to function properly and have a smooth transition once they are relieved of
18 their seats by homeowner’s at the appropriate time.

19 During the period, the Receiver began the sales of Osgood Condominium units
20 and to-date has closed the sales of 64 units, with another 5 in escrow as of the date of
21 this Application.

22 As with the Almaden project, pursuant to the Construction Funding Agreement
23 approved by the Court in December, once these fees are allowed, they are the
24 responsibility of Acres Loan Origination. Although the Construction Funding Agreement
25 contained a cap of \$1.8 million that was exceeded in the prior application, Acres has
26 agreed to continue to fund the Receiver’s fees in connection with the construction
27 pursuant to a modification to the construction funding agreement that is in the process of
28 being documented. Under that agreement, the Receiver agrees to a reduction in the total

1 amount to be paid over time by \$100,000, which will be a write-off and not sought from
2 the estate. Since this time, the Receiver has presented a new fee cap based on the
3 extended completion date of its services. The increase in the cap does not affect the
4 estate because these payments are not added to the Acres indebtedness but are instead
5 an additional cost that it is incurring.

6 **O. Franklin/Downtown Gateway**

7 [19.8 Hours; Total Fees \$5,592.50]

8 During the Application Period, the Receiver interfaced with the broker on marketing
9 the last unit.

10
11 **V. THE COURT HAS THE AUTHORITY AND DISCRETION TO APPROVE THE**
12 **REQUESTED INTERIM FEES AND EXPENSES.**

13 Decisions regarding the timing and amount of an award of fees and expenses to
14 the Receiver and his Professionals are committed to the sound discretion of the Court.
15 See *SEC v. Elliot*, 953 F.2d 1560, 1577 (11th Cir. 1992) (rev'd in part on other grounds,
16 998 F.2d 922 (11th Cir. 1993)). In determining the reasonableness of fees and expenses
17 requested in this context, the Court should consider the time records presented, the
18 quality of the work performed, the complexity of the problems faced, and the benefit of
19 the services rendered to the Estate, along with the Commission's position on the request,
20 which is entitled to "great weight." *SEC v. Fifth Ave. Coach Lines, Inc.*, 364 F. Supp.
21 1220, 1222 (S.D.N.Y. 1973).

22 Whereas, here, the fees requested are reasonable and "where both the magnitude
23 and the protracted nature of a case impose economic hardships on professionals
24 rendering services to the estate[,]" an interim award of fees is appropriate. *Consumer Fin.*
25 *Prot. Bureau v. Pension Funding, LLC*, 2016 U.S. Dist. LEXIS 187607, at *4 (C.D. Cal.
26 July 7, 2016). Interim allowances are necessary "to relieve counsel and others from the
27 burden of financing lengthy and complex proceedings." *In re Rose Way, Inc.*, 1990 Bankr.
28

1 LEXIS 3028, at *9 (Bankr. S.D. Iowa Mar. 1, 1990) (citing *In re Mansfield Tire & Rubber*
2 *Co.*, 19 B.R. 125 (Bankr. N.D. Ohio 1981)).

3 Here, the Receiver is providing valuable work to the receivership with the goal of
4 returning as much as possible to investors and creditors. The Receiver’s billing rates are
5 comparable to those charged in the community on similarly complex receivership
6 matters. Further, the billing statements of the Receiver have been submitted to the SEC
7 for review prior to the filing of this Application, without objection.

8

9 **VI. CONCLUSION**

10 The Receiver therefore respectfully requests that this Court enter an Order:

11 1. Approving the Receiver’s fees and expenses for the Application Period
12 totaling \$355,504.50 and \$1,303.60, respectively, on an interim basis;

13 2. Providing that the \$304,975.00 in fees incurred in connection with the
14 Osgood and Almaden projects shall be paid by Acres Loan Origination in accordance
15 with the Construction Funding Agreement approved by the Court;

16 3. Authorizing the Receiver to pay 80% of the balance of \$50,529.50 in fees,
17 which is \$40,423.60, and 100% of his expenses, or \$1,303.60, from assets of the
18 Receivership Entities as they become available; and

19 4. For such other and further relief as is appropriate.

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22 DATED: October 5, 2023

Respectfully submitted,

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SMILEY WANG-EKVALL, LLP

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By: /s/ Kyra E. Andrassy

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KYRA E. ANDRASSY

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Attorneys for David Stapleton, Receiver

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DECLARATION OF DAVID STAPLETON

I, David Stapleton, declare as follows:

1. I am the Receiver appointed by the Court over SiliconSage Builders, LLC, and its affiliates and subsidiaries. I know each of the following facts to be true of my own personal knowledge, except as otherwise stated and, if called as a witness, I could and would competently testify with respect thereto. I make this declaration in support of the *Tenth Interim Fee Application of the Receiver* (the "Application"). Unless otherwise defined in this declaration, all terms defined in the Application are incorporated herein by this reference.

2. In the ordinary course of its business, both my firm and I keep a record of all time expended by our professionals and para-professionals in the rendering of professional services on a computerized billing system as follows: At or near the time the professional services are rendered, we record (a) the description of the nature of the services performed, (b) the duration of the time expended, and (c) the client/matter name or number by either: (1) writing such information on a time sheet, or (2) inputting such information directly into the firm's computer billing system. The firm's computer billing system keeps a record of all time spent on a client/matter, the professional providing the services and a description of the services rendered. The firm's computer billing system automatically multiplies the time expended by each professional by the respective professional's billing rate to calculate the amount of the fee. The firm conducts its business in reliance on the accuracy of such business records.

3. I have reviewed our bill for services rendered in connection with this case, true and correct copies of which are attached hereto as Exhibits 1 (for everything other than Osgood and Almaden) and Exhibit 2 (for Osgood and Almaden).

4. It is our normal practice to allocate work and assignments in an efficient manner to achieve an effective result. As demonstrated in the Application, I believe that this practice has been followed in this case.

1 5. At any time a reimbursable charge is incurred on behalf of a client, such as
2 photocopy expenses, postage charges, and the like, we keep a written record of the file
3 number for which the charges were expended and a brief description of the nature of the
4 expense. These records are also transcribed into the computer which, together with the
5 records of time spent providing professional services, are transcribed onto monthly bills.
6 The expenses are billed at the actual cost.

7 6. Attached hereto as Exhibit 3 is the Standardized Fund Accounting Report
8 for the period from April 1, 2023 through June 30, 2023.

9 7. In connection with the negotiation and documentation of the Construction
10 Funding Agreement, Acres agreed to pay up to \$1.8 million to me and my firm for the
11 fees incurred in connection with the management of the Osgood and Almaden projects.
12 At the time and based on the estimated timeline, we thought this amount would be
13 sufficient. However, because of a variety of issues, the projects have taken longer to
14 complete than estimated and our fees started to exceed this cap in the second quarter of
15 2022. I have discussed this with Acres, which has agreed to continue to fund the allowed
16 fees and costs, although I have agreed to write off \$100,000 in total fees strictly as a
17 courtesy. Court approval of this agreement is not required because it has no impact on
18 the receivership estate since the fees Acres is paying are not added to its indebtedness
19 but are instead an additional cost it is incurring. Our counsel are in the process of
20 documenting it.

21 8. I have reviewed the Application. To the best of my knowledge, information
22 and belief, the facts set forth in the Application are true and correct.

23 I declare under penalty of perjury under the laws of the United States of America
24 that the foregoing is true and correct.

25 Executed on this ^{6th} day of October 2023, at Solana Beach, California.

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David Stapleton

EXHIBIT "1"



Stapleton Group
 514 Via De La Valle
 Ste 210
 Solana Beach, CA 92075
 213-235-0600
 www.stapletoninc.com

April 30, 2023

Silicon Sage

Invoice Number: 6430
 Invoice Period: 04-01-2023 - 04-30-2023

Time Details

Date	Timekeeper	Activity	Hours	Amount
<u>Accounting</u>				
04-03-2023	CN	Accounting Process and archive bank statement. Confer w/ AR re: recording preauthorized debit. Review, post and process A/P adjustment batch (.4).	0.40	84.00
04-03-2023	CN	Accounting Process and archive bank statement for Alum Rock. Perform bank reconciliation (.1).	0.10	21.00
04-03-2023	CN	Accounting Process and archive bank statement for Mathilda. Perform bank reconciliation (.2).	0.20	42.00
04-03-2023	CN	Accounting Process and archive bank statement for Madison Place. Perform bank reconciliation (.2).	0.20	42.00
04-03-2023	CN	Accounting Process and archive bank statement for Hayward. Perform bank reconciliation (.2).	0.20	42.00
04-03-2023	CN	Accounting Process and archive bank statement or Peralta. Perform bank reconciliation (.2).	0.20	42.00
04-03-2023	CN	Accounting Process and archive bank statement for Osgood 2. Perform bank reconciliation (.2).	0.20	42.00
04-03-2023	AR	Accounting Process A/P (.3).	0.30	55.50
04-04-2023	YL	Accounting Confer w/ JD and MF re: status of monthly accounting (.2).	0.20	58.00
04-06-2023	AR	Accounting Process A/P (.2).	0.20	37.00

Thank you for trusting Stapleton Group, we appreciate your business.

Page 1 of 7

Date	Timekeeper	Activity	Hours	Amount
<u>Accounting</u>				
04-06-2023	CN	Accounting Review, post and commit A/P batches. Confer w/ AR re: printing checks (.3).	0.30	63.00
04-09-2023	YL	Accounting Prepare and review monthly accounting. Provide same to JD for review (.7).	0.70	203.00
04-10-2023	YL	Accounting Review edits to monthly accounting, process same and provide finalized reports to team. Confer w/ JD and MF re: same (1.4)	1.40	406.00
04-11-2023	AR	Accounting Process check runs (.2).	0.20	37.00
04-12-2023	CN	Accounting Review, post and commit A/P batch. Confer w/ AR re: printing checks. Archive bank statement. Create and post J/E batch for interest Income. Perform bank reconciliation. (1.0).	1.00	210.00
04-12-2023	AR	Accounting Process A/P (.9).	0.90	166.50
04-13-2023	AR	Accounting Process checkrun (.1).	0.10	18.50
04-13-2023	YL	Accounting Confer w/ CP re: exhibits for report. Compile and provide same (.3).	0.30	87.00
04-14-2023	CN	Accounting Gather data from quarterly financial statements. Create and reconcile SFAR spreadsheet for Q1 2023 (2.9).	2.90	609.00
04-16-2023	YL	Accounting Review CP's edits to report exhibits. Process same and provide same to team. F/U w/ accounting re: same (.4).	0.40	116.00
04-18-2023	AR	Accounting Process A/P (.1).	0.10	18.50
04-19-2023	AR	Accounting Confer w/ MF and SO re: Pen Credit (.1).	0.10	18.50
04-24-2023	CN	Accounting Reconcile check and deposit registers for quarterly SFAR report. Prepare and reconcile Q1 2023 financial cash flow (3.1).	3.10	651.00
04-25-2023	AR	Accounting Process A/P (.3).	0.30	55.50
04-26-2023	CN	Accounting Prepare and reconcile balance sheet for individual and consolidated as of 03/31/2023 (1.5).	1.50	315.00
			15.50	3,440.00
<u>Asset Identification & Recovery</u>				
04-11-2023	QB	Asset Identification & Recovery	0.60	204.00

Date	Timekeeper	Activity	Hours	Amount
<u>Asset Identification & Recovery</u>				
		Confer w/ SG team and Atty. Andrassy re: pursuing potential litigation (.6).		
			0.60	204.00
<u>Balbach</u>				
04-03-2023	CN	Balbach Process and archive bank statement. Perform bank reconciliation (.2).	0.20	42.00
			0.20	42.00
<u>Case Management</u>				
04-06-2023	JD	Case Management Review and approve A/P and update on status (.3).	0.30	111.00
04-10-2023	JD	Case Management Review reporting and cash. Review status of Q1 cash receipts and disbursements file (.7).	0.70	259.00
04-11-2023	JD	Case Management Updates from counsel re: potential bank claim and contingency counsel for same. Respond to emails (.3).	0.30	111.00
04-11-2023	DK	Case Management Review of claims (.3).	0.30	118.50
04-12-2023	JD	Case Management Review and approve A/P (.3).	0.30	111.00
04-19-2023	DS	Case Management Emails w/ counsel. Review Old Republic litigation (.3).	0.30	118.50
04-20-2023	JD	Case Management Review status, update re: consolidating accounts per unitary enterprise, investor inquiries and other (.3). Follow ups re: same (.2).	0.50	185.00
04-24-2023	DS	Case Management Prepare for and attend call w/ contingency counsel re: bank claims. Notes re: same (.4).	0.40	158.00
04-27-2023	JD	Case Management Review email from counsel re: status of litigation and search of emails, etc. Brainstorm re: same (.3).	0.30	111.00
04-28-2023	QB	Case Management Confer w/ Atty. Andrassy re: White Leaf subsidiary (.1).	0.10	34.00
			3.50	1,317.00
<u>Claims</u>				
04-04-2023	SO	Claims T/C and various follow-ups w/ claimants re: status of receivership and return of deposit monies and other monies owed to creditors. Review and update internal file/tracker. Confer w/ DK and DB re: same (2.0).	2.00	470.00
04-05-2023	SO	Claims T/C w/ S. Ferus and other claimants re: following up on status of receivership. Review several claims. Update internal file and draft cancellation documents (3.9).	3.90	916.50
04-07-2023	SO	Claims T/C w/ multiple claimants following up on status of receivership. Update internal file and draft cancellation	2.90	681.50

Date	Timekeeper	Activity	Hours	Amount
<u>Claims</u>				
		documents (2.9).		
04-11-2023	SO	Claims T/C w/ K. Li and other claimants re: return of deposit monies associated w/ Osgood and Almaden projects. Review and update internal file. Discuss recent letter that was distributed re: contract cancellation (2.0).	2.00	470.00
04-12-2023	SO	Claims T/C w/ S. Shridran and other claimants re: return of deposit monies associated w/ Osgood and Almaden projects. Review and update internal file. Discuss recent letter that was distributed re: contract cancellation (2.1).	2.10	493.50
04-12-2023	YL	Claims Confer w/ DB re: received claims pending review (.2).	0.20	58.00
04-14-2023	SO	Claims T/Cs claimants re: return of deposit monies associated w/ Osgood and Almaden projects. Review and update internal file. Discussions re: recent letter that was distributed re: contract cancellation (2.3).	2.30	540.50
04-17-2023	JD	Claims Review status of claims and open, unlogged claims. Confer w/ DB re: same (.4).	0.40	148.00
04-17-2023	YL	Claims Confer w/ JD and DB re: claims log (.1).	0.10	29.00
04-18-2023	YL	Claims Confer w/ DB re: claims (.2).	0.20	58.00
04-18-2023	SO	Claims T/C w/ S. Ferus and others re: status of Receivership. Review cancellation tracker and draft cancellations. Confer w/ sales team re: same (1.9).	1.90	446.50
04-20-2023	DB	Claims Process incoming claims (.4).	0.40	64.00
04-20-2023	SO	Claims T/C w/ S. Mar and others re: status of claim and receivership. Review and update internal file (2.1).	2.10	493.50
04-24-2023	SO	Claims T/C w/ multiple claimants following up on status of receivership. Update internal file and draft cancellation documents (1.3).	1.30	305.50
04-24-2023	SO	Claims T/C w/ sales team re: recent cancellations. Review and update file. Draft cancellations forms, collate information and distribute to recent cancellation list. T/C w/ S. Patel re: cancellation process (1.2).	1.20	282.00
04-24-2023	JD	Claims Confer w/ DB re: status of claims review (.3).	0.30	111.00
04-26-2023	SO	Claims T/C w/ NH re: recent cancellations. Review and update file. Draft cancellations forms, collate information and distribute to recent cancellation list (1.9).	1.90	446.50
04-27-2023	DK	Claims	0.40	158.00

<u>Date</u>	<u>Timekeeper</u>	<u>Activity</u>	<u>Hours</u>	<u>Amount</u>
<u>Claims</u>				
		Review of creditor claims and status of same (.4).		
04-27-2023	SO	Claims T/C w/ sales team re: recent cancellations. Review and update file. Draft cancellations forms, collate information and distribute to recent cancellation list. T/C w/ A. Ranji re: cancellation process (2.3).	2.30	540.50
04-28-2023	SO	Claims T/C w/ multiple claimants following up on status of receivership. Update internal file and draft cancellation documents (1.8).	1.80	423.00
			29.70	7,135.50
<u>Forensic Strategy & Analysis</u>				
04-24-2023	QB	Forensic Strategy & Analysis Meeting w/ Atty. Andrassy, DS, and LKLSG re: litigation and claims (.6).	0.60	204.00
04-27-2023	QB	Forensic Strategy & Analysis Review all chase bank data w/ Atty. Andrassy (.2).	0.20	68.00
			0.80	272.00
<u>Franklin / Downton Gateway</u>				
04-03-2023	CN	Franklin / Downton Gateway Process and archive bank statements. Perform bank reconciliations (.3).	0.30	63.00
04-27-2023	DK	Franklin / Downton Gateway Review and coordinate listing and requirements for same (.6).	0.60	237.00
04-27-2023	SO	Franklin / Downton Gateway Review and prepare listing agreement extension w/ R. Santiago and SVN re: remaining unit on the marker. Update internal file (.7).	0.70	164.50
04-28-2023	DB	Franklin / Downton Gateway Process listing agreement (.2).	0.20	32.00
			1.80	496.50
<u>General Administration</u>				
04-03-2023	SO	General Administration Review, open, and distribute mail (.5).	0.50	117.50
04-04-2023	SO	General Administration Review, open, and distribute mail (.5).	0.50	117.50
04-04-2023	DB	General Administration Process check run (.4). Review mail.	0.40	64.00
04-06-2023	SO	General Administration Review, open, and distribute mail (.5).	0.50	117.50
04-10-2023	DB	General Administration Process incoming mail and monthly accounting (.2).	0.20	32.00
04-11-2023	DB	General Administration Review and respond to email inquiry re: status of claims (.2).	0.20	32.00

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Date	Timekeeper	Activity	Hours	Amount
<u>General Administration</u>				
04-14-2023	DB	General Administration Process incoming mail and post pleadings to website (.7).	0.70	112.00
04-17-2023	DB	General Administration Process incoming mail (.2).	0.20	32.00
04-20-2023	DB	General Administration Respond to email inquiries re: claims status (.2).	0.20	32.00
04-21-2023	DB	General Administration Process incoming mail (.2).	0.20	32.00
04-24-2023	DB	General Administration Process incoming mail (.1).	0.10	16.00
04-25-2023	DB	General Administration Review and respond to email inquiries re: status (.2).	0.20	32.00
04-27-2023	DB	General Administration Process incoming mail (.1).	0.10	16.00
04-28-2023	DB	General Administration Process incoming mail (.2).	0.20	32.00
			4.20	784.50
<u>Reporting</u>				
04-14-2023	CPLY	Reporting Review Q1 accounting detail and email team re: reclasses required (.1).	0.10	29.00
04-27-2023	CPLY	Reporting Prepare excel calculations for accounting summaries for report. Draft updates to Report No. 9 (2.3).	2.30	667.00
			2.40	696.00
	Total		58.70	14,387.50

Time Summary

Timekeeper	Hours	Amount
Alicia Rodmel	2.20	407.00
Chuck Nguyen	10.80	2,268.00
Cooper Plyler	2.40	696.00
David Kieffer	1.30	513.50
David Stapleton	0.70	276.50
Deborah Burger	3.30	528.00
Jake Diiorio	3.10	1,147.00
Quintin Brown	1.50	510.00
Samuel Oster	29.90	7,026.50
Yenni Liang	3.50	1,015.00
Total		14,387.50
Activity	Hours	Amount
Accounting	15.50	3,440.00

Activity	Hours	Amount
Asset Identification & Recovery	0.60	204.00
Balbach	0.20	42.00
Case Management	3.50	1,317.00
Claims	29.70	7,135.50
Forensic Strategy & Analysis	0.80	272.00
Franklin / Downton Gateway	1.80	496.50
General Administration	4.20	784.50
Reporting	2.40	696.00
	Total Fees	14,387.50

Expense Summary

Expense	Amount
Copies	65.00
Notary	150.00
Postage & Correspondence	79.44
	Total Expenses
	294.44
	Total for this Invoice
	14,681.94



STAPLETON
GROUP

Stapleton Group
514 Via De La Valle
Ste 210
Solana Beach, CA 92075
213-235-0600
www.stapletoninc.com

May 31, 2023

Silicon Sage

Invoice Number: 6461
Invoice Period: 05-01-2023 - 05-31-2023

Time Details

Date	Timekeeper	Activity	Hours	Amount
<u>Accounting</u>				
05-01-2023	AR	Accounting Process A/P (.2).	0.20	37.00
05-01-2023	CN	Accounting Archive bank statement. Prepare bank reconciliation. Confer w/ AR re: recording preauthorized debit (.2).	0.20	42.00
05-01-2023	CN	Accounting Archive bank statements and perform bank reconciliations for Franklin/Downtown Gateway (.4).	0.40	84.00
05-01-2023	CN	Accounting Archive bank statement and perform bank reconciliation for Balbach (.2).	0.20	42.00
05-01-2023	CN	Accounting Archive bank statement and perform bank reconciliation for Monroe/Madison Place (.2).	0.20	42.00
05-01-2023	CN	Accounting Archive bank statement and perform bank reconciliation for Alum Rock (.1).	0.10	21.00
05-01-2023	CN	Accounting Archive bank statement and perform bank reconciliation for Hayward (.2).	0.20	42.00
05-01-2023	CN	Accounting Archive bank statement and perform bank reconciliation for Peralta (.1).	0.10	21.00
05-01-2023	CN	Accounting Archive bank statement and perform bank reconciliation for Mathilda (.2).	0.20	42.00
05-01-2023	CN	Accounting Archive bank statement and perform bank reconciliation for Osgood 2 (.2).	0.20	42.00

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Date	Timekeeper	Activity	Hours	Amount
<u>Accounting</u>				
05-02-2023	CN	Accounting Review, post and process A/P batch (.2)	0.20	42.00
05-02-2023	YL	Accounting Prepare and review monthly accounting. Provide same to JD for review. Discuss same w/ MF (1.4).	1.40	406.00
05-04-2023	YL	Accounting Review of edit to monthly accounting. Process same and provide finalized reports for lender funding (1.6).	1.60	464.00
05-05-2023	CN	Accounting Archive TriState Capital bank statement (.1).	0.10	21.00
05-09-2023	AR	Accounting Process A/P (.4). Process cash receipt (.2).	0.60	111.00
05-09-2023	YL	Accounting Review updates to accounting and status of same (.3).	0.30	87.00
05-11-2023	CN	Accounting Review application #8 re: professional and legal fees per JD's request. Confer w/JD, YL and AR re: request of professional fees and legal fees detail invoices, and approval for payment of same (.3).	0.30	63.00
05-12-2023	CN	Accounting Research and confer w/ JD and YL re: Q1 2023 SFAR and Cash Flow for Report files (.2).	0.20	42.00
05-15-2023	CN	Accounting Confer w/ MF re: details 200K received from Old Title Republic. Review, post and commit A/P batch. Confer w/ AR re: printing check. Confer w/ YL re: changing in TriState Capital bank (.5). Prepare individual monthly balance sheet for April 2023 (.8).	1.30	273.00
05-15-2023	AR	Accounting Process check run (.1).	0.10	18.50
05-15-2023	YL	Accounting Confer w/ MF, JD and CN re: 4q2022 fee application. Confer w/ Stretto re: Tri State capital sweep account and online statement (.9).	0.90	261.00
05-16-2023	MF	Accounting Forward details to accounting re: approved payments to vendors (.4).	0.40	136.00
05-16-2023	YL	Accounting Review invoices and f/u w/ CN and MF re: fees app (.4).	0.40	116.00
05-16-2023	CN	Accounting Confer w/ YL re: court approval Q4 2022 receiver and legal fee reviewing and confirming per JD requested. Confer w/ AR re: revising GL coding for A/R batch (.3). Reconcile receiver and legal fees from court approval vs. invoices. Confer w/ MF and Team re: discrepancy in invoice allocation (.6).	0.90	189.00
05-16-2023	YL	Accounting Confer w/ DK re: billing (.2).	0.20	58.00

0.20 37.00

Date	Timekeeper	Activity	Hours	Amount
<u>Accounting</u>				
05-17-2023	AR	Accounting Process cash receipt (.2).		
05-17-2023	CN	Accounting Create new GL account for TriState Capital DDA Sweep. Create J/E batches for cash sweep out and interest income. Perform bank reconciliation (.4). T/C w/ AR re: revising GL coding for A/R batch. Confer w/ AR re: backup documents from Matt. Review and post A/R batch (.3). Complete monthly individual and consolidated balance sheet, and May 2023 payment register (.6).	1.30	273.00
05-17-2023	MF	Accounting Confer w/ the accounting team re: vendor invoice payments and supporting details re: same (.9).	0.90	306.00
05-17-2023	YL	Accounting F/u w/ CN re: bank rec (.2).	0.20	58.00
05-18-2023	YL	Accounting Review reconciliation worksheet and confer w/ CN re: processing payment for same. Review and approve wire template. Review outgoing wire transfer (.7).	0.70	203.00
05-18-2023	AR	Accounting Process wire payments (.6).	0.60	111.00
05-18-2023	CN	Accounting Confer w/ YL re: confirming payment of A/P. Archive supporting documentation. Confer w/ AR and YL re: processing ACH payments to SG and processing check payment for legal (.5).	0.50	105.00
05-19-2023	CN	Accounting Confer w/ MF and YL re: pending monthly individual and consolidate balance sheet spreadsheet for review (.2).	0.20	42.00
05-19-2023	YL	Accounting T/C w/ Stretto and DS re: interest rate and access to ICS online portal. Review consolidated Balance Sheet (1.4).	1.40	406.00
05-19-2023	YL	Accounting Confer w/ QB re: billing and provide recap of same (.2).	0.20	58.00
05-22-2023	AR	Accounting Process A/P (1.2).	1.20	222.00
05-22-2023	CN	Accounting Archive outgoing wires, DDA account, invoices and other documents. Confer w/ AR re: recording outgoing transactions (.6).	0.60	126.00
05-23-2023	CN	Accounting Confer w/ YL re: invoice number for December 2022 draft invoice (.1).	0.10	21.00
05-23-2023	YL	Accounting Confer w/ CN re: missing invoices and provide same. Confer w/ MF re: schedules for reconciliation (.4).	0.40	116.00
05-24-2023	CN	Accounting Review, revise, post and process A/P batches (.5).	0.50	105.00
05-24-2023	YL	Accounting	0.30	87.00

Date	Timekeeper	Activity	Hours	Amount
<u>Accounting</u>				
		Review outgoing wire transfer (.3).		
05-24-2023	YL	Accounting Confer w/ AR re: ledger request (.1).	0.10	29.00
05-25-2023	AR	Accounting Confer w/ YL re: ledger report and process same (.2).	0.20	37.00
05-25-2023	YL	Accounting F/u w/ Stretto re: ICS online access set up (.2).	0.20	58.00
05-26-2023	YL	Accounting F/u w/ Stretto re: ICS online access (.1).	0.10	29.00
05-26-2023	CN	Accounting Review, post and commit A/P batch. Confer w/ AR re: check run (.2).	0.20	42.00
05-29-2023	YL	Accounting Reconcile invoices and payments for various years (2.8).	2.80	812.00
05-30-2023	YL	Accounting Confer w/ DS and Stretto re: online access to ICS site (.3).	0.30	87.00
05-31-2023	DMAR	Accounting T/C w/ QB re: Silicon Sage bank accounts. Research and collate same from large collection into individual spread sheet tabs. Provide same to QB (3.8).	3.80	1,045.00
05-31-2023	YL	Accounting Confer w/ JD re: monthly accounting. Finalize same and provide to team (.2).	0.20	58.00
			28.10	7,175.50
<u>Case Management</u>				
05-03-2023	JD	Case Management Review status (.2). Begin review of accounting for April (.4).	0.60	222.00
05-03-2023	NH	Case Management Update counsel on warehouse truck sale (.6).	0.60	174.00
05-04-2023	DK	Case Management Review and coordinate creditor requirements (.3).	0.30	118.50
05-04-2023	JD	Case Management Finalize review of accounting for April (.4).	0.40	148.00
05-09-2023	JD	Case Management Review draft of Q1 report and request updates for certain areas of re report from team (.3). Review orders approving fees and direct payment of professional fees (.3).	0.60	222.00
05-10-2023	DS	Case Management Review emails from counsel and next steps (.2).	0.20	79.00
05-10-2023	JD	Case Management	0.30	111.00

Date	Timekeeper	Activity	Hours	Amount
<u>Case Management</u>				
		Review and approve A/P (.2). Review recent order (.1).		
05-15-2023	JD	Case Management Review cash and A/P (.4).	0.40	148.00
05-15-2023	DK	Case Management Review and coordinate case management and status of claims (.4).	0.40	158.00
05-16-2023	SO	Case Management Confer w/ DK re: recent offer for sale at 1026 Monroe. Confer w/ R. Santiago re: same.	0.90	211.50
05-19-2023	JD	Case Management Review email from SEC re: inquiries on forensic work going forward, email team re: same. Review status of claims vs. forensic to prove amounts. Review email from counsel (.3).	0.30	111.00
05-25-2023	JD	Case Management Review status of remaining projects, claims, cash and plan for forensic (.3).	0.30	111.00
05-26-2023	AR	Case Management Process A/P (.3). Process check run (.1).	0.40	74.00
05-30-2023	DS	Case Management Review AUSA requests, etc. Emails re: same (.3).	0.30	118.50
			6.00	2,006.50
<u>Claims</u>				
05-01-2023	SO	Claims T/C w/ S. Shridran and other claimants re: return of deposit monies associated w/ Osgood and Almaden projects. Review and update internal file. Discuss recent letter that was distributed re: contract cancellation (2.1).	2.10	493.50
05-02-2023	DK	Claims Review of claims (.3).	0.30	118.50
05-03-2023	SO	Claims T/C w/ S. Ferus and other claimants re: return of deposit monies associated w/ Osgood and Almaden projects. Review and update internal file. Discuss recent letter that was distributed re: contract cancellation (1.9).	1.90	446.50
05-09-2023	SO	Claims T/C w/ S. Mar and others re: status of claim and receivership (.4). Review and update internal file (.6).	1.00	235.00
05-09-2023	SO	Claims T/C w/ claimants re: return of deposit monies associated w/ Osgood and Almaden projects (.5). Review and update internal file (1.1). Discuss recent letter that was distributed re: contract cancellation (.5).	2.10	493.50
05-10-2023	SO	Claims T/C w/ multiple claimants following up on status of receivership. Update internal file and draft cancellation documents. Confer w/ MH re: same (2.6).	2.60	611.00
05-10-2023	SO	Claims T/C w/ creditors and others re: status of claim and receivership and timeline. Review and update internal file (2.1).	2.10	493.50

Date	Timekeeper	Activity	Hours	Amount
<u>Claims</u>				
05-11-2023	JD	Claims Review status and pending claims (.2).	0.20	74.00
05-12-2023	SO	Claims T/C w/ multiple claimants following up on status of receivership. Update internal file and draft cancellation documents (2.9).	2.90	681.50
05-17-2023	SO	Claims T/C w/ creditors re: claims and deposit monies associated w/ Osgood and Almaden projects and other. Review and update internal file. Discuss recent letter that was distributed re: contract cancellation (1.7).	1.70	399.50
05-19-2023	SO	Claims T/C w/ claimants re: claims and deposit monies associated w/ Osgood and Almaden projects. Review and update internal file. Discuss recent letter that was distributed re: contract cancellation (1.5).	1.50	352.50
05-22-2023	SO	Claims T/C w/ H. Yun and other claimants re: status of claims and updates to Receivership. Review file and relay timing expectations. Update internal file (1.8).	1.80	423.00
05-22-2023	SO	Claims T/C w/ creditors re: claims, timeline and potential distributions. Review and update internal file. Discuss recent letter that was distributed re: contract cancellation (1.7).	1.70	399.50
05-25-2023	SO	Claims T/C w/ S. Venkatesan re: claims process. Review and revise cancellation document as discussed (1.1).	1.10	258.50
05-26-2023	SO	Claims T/C w/ claimants re: return of deposit monies associated w/ Osgood and Almaden projects. Review and update internal file. Discuss recent letter that was distributed re: contract cancellation (1.9).	1.90	446.50
05-31-2023	SO	Claims Review recent correspondence from J. Sukhvinder re: return of balance of deposit amount. Confer w/ DK and address questions (.5).	0.50	117.50
			25.40	6,044.00
<u>Forensic Strategy & Analysis</u>				
05-30-2023	QB	Forensic Strategy & Analysis Review banking information requested by IRS and DOJ. Discuss same w/ SG team and Atty. Andrassy (.4).	0.40	136.00
05-31-2023	QB	Forensic Strategy & Analysis T/C w/ DM re: bank statements for DOJ And IRS. Review production of same and forward revisions to DM (1.0).	1.00	340.00
			1.40	476.00
<u>General Administration</u>				
05-04-2023	DB	General Administration Process monthly accounting (.1).	0.10	16.00
05-05-2023	DB	General Administration Process incoming mail (.2).	0.20	32.00
05-08-2023	DB	General Administration Process incoming mail (.2).	0.20	32.00

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Date	Timekeeper	Activity	Hours	Amount
<u>General Administration</u>				
05-09-2023	DB	General Administration Post pleadings to website (.4).	0.40	64.00
05-12-2023	DB	General Administration Process incoming mail (.1).	0.10	16.00
05-15-2023	DB	General Administration Process incoming mail and check run (.4).	0.40	64.00
05-16-2023	DB	General Administration Process incoming mail (.1).	0.10	16.00
05-17-2023	DB	General Administration Process incoming mail (.3).	0.30	48.00
05-19-2023	DB	General Administration Process incoming pleading, post to website and calendar hearing. Process 9th fee application (.5).	0.50	80.00
05-22-2023	DB	General Administration Process incoming mail and post pleadings to website (.9).	0.90	144.00
05-24-2023	DB	General Administration Process incoming mail (.2).	0.20	32.00
05-26-2023	DB	General Administration T/C w/ IT re: website reorganization (.3).	0.30	48.00
05-30-2023	DB	General Administration Process incoming mail (.3).	0.30	48.00
			4.00	640.00
<u>Reporting</u>				
05-09-2023	NH	Reporting Review court status report Q1 (.8).	0.80	232.00
05-09-2023	JD	Reporting Confer w/ CP re: cash accounting and operational updates for next report (.3).	0.30	111.00
05-10-2023	JD	Reporting Begin review of draft report (.4).	0.40	148.00
05-11-2023	CPLY	Reporting Update Ninth report. Confer w/ JD re: same (1.8).	1.80	522.00
05-11-2023	JD	Reporting Review and follow up re: status of report (.3). Follow up w/ NH (.1). Confer w/ CP re: status of accounting exhibits (.2).	0.60	222.00
05-12-2023	NH	Reporting Finalize Q1 court status update (1.2).	1.20	348.00

Date	Timekeeper	Activity	Hours	Amount
<u>Reporting</u>				
05-12-2023	JD	Reporting Review and finalize draft Report No. 8 (.8).	0.80	296.00
05-13-2023	JD	Reporting Review and finalize cash receipts and disbursements exhibits for Eighth Quarterly Report (1.0).	1.00	370.00
05-16-2023	CPLY	Reporting Prep and review SFAR Exhibit. Organize invoices for same (.4).	0.40	116.00
05-18-2023	JD	Reporting Follow ups re: details for Q1 quarterly report. Emails w/ counsel. Confer w/ team re: same (.5).	0.50	185.00
05-30-2023	MF	Reporting Review request for pre-receiver bank account details, draft summary, and begin compiling data (1.9).	1.90	646.00
			9.70	3,196.00
		Total	74.60	19,538.00

Time Summary

Timekeeper	Hours	Amount
Alicia Rodmel	3.50	647.50
Chuck Nguyen	8.20	1,722.00
Cooper Plyler	2.20	638.00
David Kieffer	1.00	395.00
David Stapleton	0.50	197.50
Deborah Burger	4.00	640.00
J.D. McManis	3.80	1,045.00
Jake Diiorio	6.70	2,479.00
Matthew Flahive	3.20	1,088.00
Nicholas Hoffmann	2.60	754.00
Quintin Brown	1.40	476.00
Samuel Oster	25.80	6,063.00
Yenni Liang	11.70	3,393.00
Total		19,538.00

Activity	Hours	Amount
Accounting	28.10	7,175.50
Case Management	6.00	2,006.50
Claims	25.40	6,044.00
Forensic Strategy & Analysis	1.40	476.00
General Administration	4.00	640.00
Reporting	9.70	3,196.00
Total Fees		19,538.00

Expense Summary

Expense	Amount
Copies	49.60
Notary	195.00
Postage & Correspondence	122.80
Total Expenses	367.40

Total for this Invoice 19,905.40



Stapleton Group
 514 Via De La Valle
 Ste 210
 Solana Beach, CA 92075
 213-235-0600
 www.stapletoninc.com

June 30, 2023

Silicon Sage

Invoice Number: 6534
 Invoice Period: 06-01-2023 - 06-30-2023

Time Details

<u>Date</u>	<u>Timekeeper</u>	<u>Activity</u>	<u>Hours</u>	<u>Amount</u>
<u>Accounting</u>				
06-01-2023	YL	Accounting T/C w/ Jason at Stretto re: updated remote desktop setting. T/C w/ Rosemary at Stretto re: ICS credential and ICS bank statement. Process April and May bank statements and archive same (.6).	0.60	174.00
06-01-2023	CN	Accounting Review and archive bank statement (.1).	0.10	21.00
06-01-2023	CN	Accounting Review and archive bank statements for Downton Gateway (.2).	0.20	42.00
06-05-2023	AR	Accounting Process A/P (.6). Confer w/ YL re: ACH positive pay and confirm (.1).	0.70	129.50
06-05-2023	YL	Accounting Review and approve wire template. Review outgoing wire transfer (.6).	0.60	174.00
06-06-2023	CN	Accounting Review bank activity and perform bank reconciliation for Balbach (.2).	0.30	63.00
06-06-2023	CN	Accounting Review bank activity and perform bank reconciliation for Mathilda (.3).	0.30	63.00
06-06-2023	CN	Accounting Review bank activity and perform bank reconciliation for Monroe/Madison Place (.3).	0.30	63.00
06-06-2023	CN	Accounting Review bank activity and perform bank reconciliation for Alum Rock (.2).	0.20	42.00
06-06-2023	CN	Accounting Review bank activity and perform bank reconciliation for Hayward (.3).	0.30	63.00

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Page 1 of 7

Date	Timekeeper	Activity	Hours	Amount
<u>Accounting</u>				
06-06-2023	CN	Accounting Review bank activity and perform bank reconciliation for Osgood 2 (.3).	0.30	63.00
06-06-2023	CG	Accounting Confer w/ MF re: billing for funding request. Prepare same and provide to JD for review (.2).	0.20	53.00
06-06-2023	CN	Accounting Review, post and process A/P batch (.3).	0.30	63.00
06-08-2023	YL	Accounting Review edits to monthly accounting. Process same and provide finalized bills to team (1.7).	1.70	493.00
06-08-2023	AR	Accounting Process A/P (.1).	0.10	18.50
06-09-2023	AR	Accounting Process A/P (.3).	0.30	55.50
06-09-2023	CN	Accounting Archive and attach preauthorize confirmation. Confer w/ AR re: recording outgoing transaction. Review, post, commit and process A/P batch. Perform bank reconciliation (.5).	0.50	105.00
06-10-2023	YL	Accounting Confer w/ DS re: payment recon and provide same (.3).	0.30	87.00
06-16-2023	YL	Accounting Confer w/ JD re: balance of monthly report to be finalized. Process same and provide report to team (.2).	0.20	58.00
06-26-2023	AR	Accounting Confer w/ YL re: Wire or ACH SOP (.5).	0.50	92.50
06-27-2023	CN	Accounting Review, post and commit A/P batch. Confer w/ AR re: check run (.2).	0.20	42.00
06-27-2023	AR	Accounting Process A/P (1.5). Process check run (.1). Process ACH payment (.3).	1.90	351.50
06-27-2023	AR	Accounting Review ACH (.2).	0.20	37.00
06-29-2023	AR	Accounting Review ACH. Confer w/ team re: approval (.4).	0.40	74.00
			10.70	2,427.50
<u>Case Management</u>				
06-08-2023	JD	Case Management Review status, pending items re: court procedure, claims, expenses and reporting (.8).	0.80	296.00
06-09-2023	JD	Case Management Review and provide comments on Memo of PSA and Declaration of DS ISO Motion re: Rejection of Osgood PSAs (.4).	0.40	148.00

Date	Timekeeper	Activity	Hours	Amount
<u>Case Management</u>				
06-09-2023	DS	Case Management Review emails from counsel and dec (.4).	0.40	158.00
06-13-2023	DS	Case Management Review and discuss legal issues. Confer w/ JD (.2).	0.20	79.00
06-16-2023	JD	Case Management Review status and emails (.3).	0.30	111.00
06-16-2023	DS	Case Management Review and respond to emails (.2).	0.20	79.00
06-19-2023	DS	Case Management Review legal issues and confer w/ team (.4).	0.40	158.00
06-23-2023	JD	Case Management Review and approve A/P (.4). Follow up w/ counsel re: hearing and respond to emails re: details to prepare for same (.2)	0.60	222.00
06-29-2023	DK	Case Management Review and coordinate creditor requirements (.4).	0.40	158.00
06-30-2023	JD	Case Management Review and respond to creditor emails. Review and respond to email from EBSA (.2).	0.20	74.00
			3.90	1,483.00
<u>Claims</u>				
06-01-2023	SO	Claims T/C w/ H. Yu and other creditors re: status of receivership and potential return of monies. Review and update internal claim file (1.1).	1.10	258.50
06-06-2023	SO	Claims T/C w/ S. Shridran and other claimants re: return of deposit monies associated w/ Osgood and Almaden projects. Review and update internal file. Discuss recent letter that was distributed re: contract cancellation (2.1).	2.10	493.50
06-07-2023	SO	Claims Review and respond to various inquires from claimants re: status of receivership and verification of claims from creditors (1.3).	1.30	305.50
06-07-2023	SO	Claims T/C w/ various creditors re: status of receivership. Relay project updates and direct creditors to website displaying details. Confer w/ DK re: same (1.9).	1.90	446.50
06-09-2023	SO	Claims Review and respond to various inquires from claimants re: status of receivership and verification of claims from creditors. T/C w/ S. Ferus and J. Hyun. Review and update file re: same. Circulate written confirmation (2.6).	2.60	611.00
06-12-2023	SO	Claims Confer w/ AR and MF re: status of Receivership and claim status. T/C w/ various creditors re: same (1.8).	1.80	423.00
06-19-2023	JD	Claims	0.40	148.00

Date	Timekeeper	Activity	Hours	Amount
<u>Claims</u>				
		Review creditor communication and claims log. Follow up re: responses re: same (.4).		
06-19-2023	SO	Claims T/C w/ two claimants re: status of receivership. Review internal file and relay pertinent information (1.3).	1.30	305.50
06-20-2023	SO	Claims T/C w/ S. Ferus and other claimants re: status of receivership. Review and respond to email correspondence re: same (1.4).	1.40	329.00
06-20-2023	SO	Claims T/C w/ K. Li and other claimants re: return of deposit monies associated w/ Osgood and Almaden projects. Review and update internal file. Discuss recent letter that was distributed re: contract cancellation (2.0).	2.00	470.00
06-21-2023	CG	Claims Confer w/ DB re: status. F/U w/ JD re: recap (.3). Review of updated claims, prepare dashboard along w/ recap of same and provide to JD and DB (.8).	1.10	291.50
06-21-2023	JD	Claims Review status of claims (.4). Prepare and send response to Atty. Andrassy re: same (.2).	0.60	222.00
06-21-2023	SO	Claims T/C w/ H. Yun and other claimants re: status of claims and updates to Receivership. Review file and relay timing expectations. Update internal file (1.8).	1.80	423.00
06-22-2023	JD	Claims Further review of claims detail, claims for money loaned vs. investor claims and vendor claims (.5). Emails w/ counsel re: same (.2).	0.70	259.00
06-23-2023	SO	Claims Review recent correspondence re: status of Receivership. Review file and ensure claim is valid. Relay update re: same (1.3).	1.30	305.50
06-23-2023	SO	Claims T/C w/ claimants re: status of receivership. Review internal file and relay pertinent information (1.3).	1.30	305.50
06-23-2023	SO	Claims T/C w/ claimants re: return of deposit monies associated w/ Osgood and Almaden projects. Review and update internal file. Discuss recent letter that was distributed re: contract cancellation (1.5).	1.50	352.50
06-26-2023	SO	Claims T/C w/ multiple claimants following up on status of receivership. Update internal file and draft cancellation documents (2.9).	2.90	681.50
06-29-2023	SO	Claims Review and update cancellation file. T/C w/ A. Jadhav re: status of Receivership and claims process. Address questions re: claim forms. Update internal file (1.2).	1.20	282.00
06-30-2023	SO	Claims T/C w/ P. Saneth and other creditors re: status of receivership. Review and update internal claims file. Relay updates and timing expectations (1.1).	1.10	258.50
			29.40	7,171.50
<u>Franklin / Downton Gateway</u>				
			0.90	211.50

Date	Timekeeper	Activity	Hours	Amount
<u>Franklin / Downton Gateway</u>				
06-01-2023	SO	Franklin / Downton Gateway T/C w/ R. Santiago re: latest LOI. Review correspondence re: same and confer w/ team on review and approval of same. Update internal file (.9).		
06-06-2023	CN	Franklin / Downton Gateway Perform bank reconciliations for Downton Gateway (.3).	0.30	63.00
06-06-2023	DK	Franklin / Downton Gateway Confer w/ agent re: sale and review of contract. Coordinate contract (.8).	0.80	316.00
06-08-2023	DK	Franklin / Downton Gateway Review and coordinate contract and confer w/ counsel re: same (.7).	0.70	276.50
06-09-2023	SO	Franklin / Downton Gateway Review recent correspondence re: upcoming closing of property located at 1026 Monroe St. T/C w/ R. Santiago re: same and status of PSA. Update team re: same (.8).	0.80	188.00
06-12-2023	SO	Franklin / Downton Gateway T/C w/ R. Santiago re: upcoming closing for 1026 Monroe. Collate documents and coordinate signature for PSA. Open escrow re: same (1.6).	1.60	376.00
06-12-2023	DK	Franklin / Downton Gateway Review and coordinate transaction and escrow (.4).	0.40	158.00
06-13-2023	DK	Franklin / Downton Gateway Follow up re: closing. Review and coordinate transaction (.3).	0.30	118.50
06-14-2023	DK	Franklin / Downton Gateway Review and coordinate transaction (.3).	0.30	118.50
06-19-2023	DK	Franklin / Downton Gateway Review and coordinate transaction (.4).	0.40	158.00
06-19-2023	SO	Franklin / Downton Gateway Review correspondence and address needs re: upcoming sale of 1026 Monroe. Confer w/ DK re: same. Collate contacts for commercial and residential HOAs. (1.1).	1.10	258.50
06-20-2023	DK	Franklin / Downton Gateway Review and coordinate transaction (.3).	0.30	118.50
06-21-2023	DK	Franklin / Downton Gateway Review and coordinate transaction (.4).	0.40	158.00
06-21-2023	SO	Franklin / Downton Gateway Review correspondence and address needs re: upcoming sale of 1026 Monroe. Confer w/ DK and Atty. Andrassy re: same (1.1).	1.10	258.50
06-22-2023	SO	Franklin / Downton Gateway Confer w/ escrow and R. Santiago re: upcoming sale of 1026 Monroe St. Review and process closing documents. T/C w/ J. Song re: paperwork as needed (1.8). Collate and prepare for final approval for Receiver signature (1.6).	3.40	799.00
06-22-2023	DK	Franklin / Downton Gateway Thank you for trusting Stapleton Group, we appreciate your business.	0.30	118.50

Date	Timekeeper	Activity	Hours	Amount
<u>Franklin / Downton Gateway</u>				
		Review and coordinate sale (.3).		
06-22-2023	DS	Franklin / Downton Gateway Review Franklin issues and notary requirement (.3).	0.30	118.50
06-26-2023	SO	Franklin / Downton Gateway Review recent correspondence re: upcoming closing for 1026 Monroe. Confer w/ Atty. Andrassy and circulate court documents to escrow and title officers (.5).	0.50	117.50
06-28-2023	DB	Franklin / Downton Gateway Process escrow documents (.3).	0.30	48.00
06-28-2023	SO	Franklin / Downton Gateway Confer and finalize approval of closing documents. Make edits as discussed and coordinate Receiver signature. Prepare and submit closing package to escrow (1.4).	1.40	329.00
06-28-2023	DK	Franklin / Downton Gateway Review and coordinate transaction (.6).	0.60	237.00
06-29-2023	DK	Franklin / Downton Gateway Review and coordinate transaction (.4).	0.40	158.00
06-29-2023	SO	Franklin / Downton Gateway Review recent correspondence re: status of upcoming closing. Confer w/ DK and R. Santiago re: same (1.0).	1.00	235.00
06-30-2023	DK	Franklin / Downton Gateway Review and coordinate transaction (.4).	0.40	158.00
			18.00	5,096.00
<u>General Administration</u>				
06-05-2023	DB	General Administration Review and respond to email from investor, A. Godbole, calendar response deadline and save letter from same (.3). Process incoming mail (.2).	0.50	80.00
06-08-2023	DB	General Administration Prepare priority mail shipment for NH and process check run (.4).	0.40	64.00
06-12-2023	DB	General Administration Process incoming mail (.1).	0.10	16.00
06-14-2023	DB	General Administration Post pleadings to website (.3).	0.30	48.00
06-15-2023	DB	General Administration Process incoming mail and bond (.2).	0.20	32.00
06-20-2023	DB	General Administration Process incoming mail (.2).	0.20	32.00
06-21-2023	DB	General Administration Respond to email inquiries re: claims status (.2).	0.20	32.00

Date	Timekeeper	Activity	Hours	Amount
<u>General Administration</u>				
06-22-2023	DB	General Administration Process incoming mail (.1).	0.10	16.00
06-26-2023	DB	General Administration Process incoming mail (.1).	0.10	16.00
06-27-2023	DB	General Administration Process incoming mail (.1).	0.10	16.00
06-30-2023	DB	General Administration Process LKLS&G retainer agmt. for Chase action (.2).	0.20	32.00
			2.40	384.00
<u>Peralta / Centerville Station</u>				
06-06-2023	CN	Peralta / Centerville Station Review bank activity and perform bank reconciliation for Peralta (.2).	0.20	42.00
			0.20	42.00
			Total	64.60 16,604.00

Time Summary

Timekeeper	Hours	Amount
Alicia Rodmel	4.10	758.50
Cathy Garnica	1.30	344.50
Chuck Nguyen	3.50	735.00
David Kieffer	5.70	2,251.50
David Stapleton	1.50	592.50
Deborah Burger	2.70	432.00
Jake Diiorio	4.00	1,480.00
Samuel Oster	38.40	9,024.00
Yenni Liang	3.40	986.00
Total		16,604.00
Activity	Hours	Amount
Accounting	10.70	2,427.50
Case Management	3.90	1,483.00
Claims	29.40	7,171.50
Franklin / Downton Gateway	18.00	5,096.00
General Administration	2.40	384.00
Peralta / Centerville Station	0.20	42.00
Total Fees		16,604.00

Expense Summary

Expense	Amount
Copies	68.00
Notary	180.00
Postage & Correspondence	393.76
Total Expenses	641.76

Total for this Invoice 17,245.76

EXHIBIT "2"



Stapleton Group
 514 Via De La Valle
 Ste 210
 Solana Beach, CA 92075
 213-235-0600
 www.stapletoninc.com

April 30, 2023

Silicon Sage

Invoice Number: 6367
 Invoice Period: 04-01-2023 - 04-30-2023

Time Details

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
04-03-2023	CN	Almaden Review bank activity. Download and archive bank statement. Perform bank reconciliation. Confer w/ MF re: April funding. Updating cash reconciliation for check run (1.1).	1.10	231.00
04-03-2023	DK	Almaden Review of DRE and T/C w/ NH re: same (.7).	0.70	276.50
04-03-2023	MF	Almaden Confer w/ vendors re: new invoicing and timing of pending payments. Review payment register for recent funding received and approve (.7). Confer w/ Suffolk re: PCOs and budget (.4).	1.10	374.00
04-03-2023	NH	Almaden Confer w/ CM re: scheduling and project sequencing, ensure finished material is delivered and protected, discuss carpenters union inquiry (2.3). T/C w/ lender re: PG&E receptacle, talk to suppliers about procuring (1.8).	4.10	1,189.00
04-04-2023	YL	Almaden Review various emails re: lender funding, property tax payment and current A/P batches. Confer w/ team to prioritize property taxes payment and provide payment update to DK (1.0).	1.00	290.00
04-04-2023	AR	Almaden Process A/P (.2). Confer w/ MF re: revised invoice for Suffolk (.1).	0.30	55.50
04-04-2023	DK	Almaden Attend design and coordinate same. Confer w/ NH re: onsite and coordinate same (.8).	0.80	316.00
04-04-2023	MF	Almaden Coordinate pending payments and funding w/ lender and accounting (.6). Review new invoicing and compiling of invoices for register (1.1).	1.70	578.00
04-04-2023	CN	Almaden	0.40	84.00

Thank you for trusting Stapleton Group, we appreciate your business. Page 1 of 8

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
Confer w/ YL and Team re: confirming funding and property taxes payments status. Confer w/ MF and AR re: processing correction invoice amount for posted A/P invoice. Review, post and commit A/P batch (.4).				
04-04-2023	NH	Almaden	5.50	1,595.00
Attend RFI meeting, close out RFI's and Submittals (2.1). F/U w/ title and update lender on DRE submittal progress (.8). T/C w/ DK and E. Arevalo re: project updates (.9). Review retention billings and change orders (1.7).				
04-05-2023	AR	Almaden	0.70	129.50
Confer w/ Tricia Andrade at Penhall Company re: outstanding payment (.1). Confer w/ MF re: same (.1). Confer w/ NH re: Quality Access Door (.1). Confer w/ YL re: property taxes payment (.1). Confer w/ CN re: same (.1). Confer w/ MF re: PGE invoice (.1). Confer w/ CN re: tax bills (.1).				
04-05-2023	YL	Almaden	0.10	29.00
Confer w/ MF re: upcoming funding request (.1).				
04-05-2023	NH	Almaden	3.00	870.00
Attend OAC meeting (.8). T/C w/ E. Arevalo re: storm drain repair work (.2). Process access panel order (.4). Review Joint Trench designer invoice (.3). Examine PG& E new service work and product specs for T- Body receptacles (1.3).				
04-05-2023	YL	Almaden	0.40	116.00
Confer w/ team re: incoming funds and property tx payment (.4).				
04-05-2023	MF	Almaden	0.80	272.00
Confer w/ accounting re: funding updates and review inquiries from vendors re: invoicing (.8).				
04-05-2023	DK	Almaden	1.40	553.00
Attend OAC, review and approve accounting. Coordinate DRE and requirements for same (1.0). Confer w/ NH re: onsite (.4).				
04-06-2023	AR	Almaden	2.70	499.50
Process A/P (1.2). Process cash receipt (.2). Process check runs (1.1). Confer w/ YL re: saving check images onto P drive (.1). Save check images (.1).				
04-06-2023	YL	Almaden	1.20	348.00
Review email re: wire. Confirm incoming wire, provide status updates to team and provide instruction to pay property taxes and payables (1.2).				
04-06-2023	MF	Almaden	2.70	918.00
Review reconciliation from accounting and approve final payment processing (.5). Review and compile monthly subcontractor invoices into file. Confer w/ CG re: preparing monthly lender draw request (2.2).				
04-06-2023	CN	Almaden	0.90	189.00
Review bank activity and archive 04/2023 funding confirmation. Confer w/ AR re: recording incoming fund. Review and post A/R batch (.3). Update cash reconciliation. Confer w/ MF and Team re: pending cash review for check run. Review, post and commit. Confer w/ AR re: total checks amount. T/C w/ AR re: same (.6).				
04-06-2023	NH	Almaden	1.20	348.00
Discuss near miss event w/ CM and subcontractor (.9). T/C w/ E. Arevalo re: site utility sub-contractor progress and joint trench redesign approval (.3).				
04-06-2023	DK	Almaden	0.90	355.50
Review and coordinate onsite and accounting and monitor DRE. Confer w/ Suffolk and NH re: status (.9).				

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
04-07-2023	MF	Almaden Confer w/ accounting re: utility accounts and outstanding payments. Add new invoices to funding request file and confer w/ CG re: progress (1.4).	1.40	476.00
04-07-2023	NH	Almaden Review open CO's update and project scheduling sequencing. T/C w/ E. Arevalo re: same (2.6). Coordinate cleanout of garage basement (1.2).	3.80	1,102.00
04-07-2023	DK	Almaden Review and coordinate accounting and confer w/ NH re: onsite. Confer w/ counsel re: status (.9).	0.90	355.50
04-08-2023	YL	Almaden Processing invoices and releases for funding request. Update tracker and file backup for same (.1.6). Update to MF re same (.1).	1.70	493.00
04-10-2023	AR	Almaden Process A/P (.6). Confer w/ MF re: Alameda County Water District refund requested (.2).	0.80	148.00
04-10-2023	MF	Almaden Continue to batch invoices and work towards finalizing lender draw request (2.9).	2.90	986.00
04-10-2023	DS	Almaden Review accounting and planning. Confer w/ DK (.2).	0.20	79.00
04-10-2023	NH	Almaden Meeting w/ utilities subcontractor re: parts availability. Confer w/ suppliers w/ updated product information to check inventory (1.3). Review open change orders. T/C w/ E. Arevalo re: same (.8).	2.10	609.00
04-11-2023	AR	Almaden Confer w/ MF re: Republic Services (.1).	0.10	18.50
04-11-2023	YL	Almaden Review cash reconciliation. F/u w/ CPA re: 2023 minimum taxes (.4).	0.40	116.00
04-11-2023	MF	Almaden Review PCOs, compare to budget, and confer w/ team re: background of same (.8). Finalize lender draw submissions w/ supporting invoices (2.8).	3.60	1,224.00
04-11-2023	DK	Almaden Review of design requirements and onsite (.5). Review and approve accounting requirements. Coordinate DRE (.9).	1.40	553.00
04-11-2023	NH	Almaden Design meeting re: open submittals and RFI's, respond to open items in Procore (1.7). Check in with title on DRE updates circulate to team, T/C w/ lender re: same (.8). Review bbq counter build out at podium, determine associated costs and credits owed for scope, T/C w/ E. Arevalo re: same (1.4). Examine invoice from DRE budget preparer, circulate to team (.9).	4.80	1,392.00
04-12-2023	AR	Almaden Process ACH payments (.9).	0.90	166.50
04-12-2023	AR	Almaden	0.30	55.50

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
		Process A/P (.3).		
04-12-2023	YL	Almaden Review and process outgoing ACH transfers for payroll (.4).	0.40	116.00
04-12-2023	MF	Almaden Reconcile budget files for amount drawn versus spent through 3/29/23 (1.6). Update budget file w/ new costs and PCO updates (1.7). Process MCH CO re: joint trench (.4). Confer w/ vendors re: invoice submissions and recent payments issued (.8).	4.50	1,530.00
04-12-2023	DK	Almaden Review and attend OAC. Coordinate onsite. Coordinate accounting (1.2). Review and confer w/ team re: DRE (.6).	1.80	711.00
04-12-2023	CN	Almaden Review, post and commit A/P batch. Confer w/ AR re: revising GL coding and printing check (.3). Follow up with YL re: approving 1099-NEC revising proposal. Create folder and save backup for 1099 correction. Create and post zero A/P and A/R adjustment batches for GL account reclassification. Re-run 1099 process and save revised files. Generate 1099 correction e-file. Confer w/ MF re: sending correction 1099 to vendor (1.5).	1.80	378.00
04-12-2023	NH	Almaden Attend OAC meeting (.8). Review utilities subcontractor schedule for PG&E work and storm drain corrections. T/C w/ E. Arevalo re: same (1.2). Examine open change orders and pricing impacts on budget (1.4).	3.40	986.00
04-13-2023	AR	Almaden Process checkruns (.2).	0.20	37.00
04-13-2023	MF	Almaden Prep call w/ NH and Erick A. for budgeting meeting (1.5). Conf. call w/ lender re: budget updates and revise file based on discussion (1.9). Coordinate w/ accounting re: payment support (.4).	3.80	1,292.00
04-13-2023	YL	Almaden F/u w/ MF and CN re: check deposited from Victor and revise 1099. Review and approve proposed journal entry (.4).	0.40	116.00
04-13-2023	DK	Almaden Review and coordinate DRE. Review of onsite (.8).	0.80	316.00
04-13-2023	CN	Almaden Review 1st quarter 2023 general ledger for SFAR and other reports. Create zero A/P adjustment batches for GL account reclassification (.8).	0.80	168.00
04-13-2023	NH	Almaden Review PCO log and budget tracker. Prebudget meeting w/ E. Arevalo and MF (1.6). Budget meeting (.7). Examine drywall subcontractors Co log and billings (.8).	3.10	899.00
04-14-2023	DK	Almaden Coordinate DRE onsite and accounting approvals (.7).	0.70	276.50
04-14-2023	MF	Almaden Confer w/ vendors re: outstanding invoices and payments (.4). Confer w/ DK and review details re: Suffolk contract (.4).	0.80	272.00
04-14-2023	NH	Almaden	2.60	754.00

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
		Correspond w/ title, obtain update on DRE package review and circulate same to team (.6). Coordinate travel for onsite visit (.3). Review project scheduling, sequencing and change orders. T/C w/ E. Arevalo re: same (1.7).		
04-17-2023	YL	Almaden Review SG invoices.	0.20	58.00
04-17-2023	DK	Almaden Review and coordinate DRE and accounting and coordinate same.	1.10	434.50
04-17-2023	CN	Almaden T/C w/ AR re: May 2023 draw requesting. Confer w/ AR re: Matt email regarding May 2023 draw requesting invoices (.2).	0.20	42.00
04-17-2023	MF	Almaden Confer w/ civil re: additional services due to extension (.2). Respond to insurance inspector re: scheduling inspection (.2).	0.40	136.00
04-17-2023	YL	Almaden Confer w/ MF re: PO form.	0.20	58.00
04-17-2023	NH	Almaden Review open change orders and project sequencing. T/C w/ E. Arevalo re: same (1.8).	1.80	522.00
04-18-2023	DK	Almaden Attended design meeting and review of same. Coordinate accounting and DRE and review and coordinate on site.	1.30	513.50
04-18-2023	NH	Almaden Design team meeting, comment on open RFI's and submittals (1.6). Travel to onsite visit at 50% of time (1.1). Site visit, review pool shed footing, walk interior of units (tiling, LVP, cabinets, paint, site work, door hardware) and PG&E work layout (6.2).	8.90	2,581.00
04-19-2023	AR	Almaden Process A/P (4.5).	4.50	832.50
04-19-2023	DS	Almaden Review construction and confer w/ team (.2).	0.20	79.00
04-19-2023	DK	Almaden Attend OAC and coordinate requirements for same. Confer w/ NH re: on site and DRE. Confer w/ lender and counsel re: DRE and review of same.	1.60	632.00
04-19-2023	MF	Almaden Coordinate A/P processing and respond to invoice questions from accounting (1.1). Review COs, and vendor inquiries, and discuss same w/ NH (.7).	1.80	612.00
04-19-2023	NH	Almaden Return travel from onsite visit at 50% of time (1.1). Attend OAC meeting (.9). Onsite visit re: man lift tear down plan and review storm drain repair sequencing (3.3).	5.30	1,537.00
04-20-2023	AR	Almaden Confer w/ Trisha at Penhall Company re: payments made.	0.10	18.50

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Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
04-20-2023	MF	Almaden Confer w/ accounting re: A/P processing questions (.6). Confer w/ NH re: COs and budget available for same (.5).	1.10	374.00
04-20-2023	NH	Almaden T/C w/ E. Arevalo re: project updates and PG&E pre-con (.2). Review project scheduling and sequencing (1.8).	2.00	580.00
04-21-2023	CN	Almaden Upload e-file 1099 NEC correction file to IRS (.2).	0.20	42.00
04-21-2023	SO	Almaden T/C w/ A. Camacho re: status Comcast service. Update internal file and confer w/ DK and NH re: corrective action/service request (1.1).	1.10	258.50
04-21-2023	DK	Almaden Review and coordinate accounting and DRE.	0.80	316.00
04-21-2023	NH	Almaden Review PCO log and update (1.6).	1.60	464.00
04-24-2023	DB	Almaden Process Receiver's certificate and notarize same (.3). Process loan confirmation (.2).	0.50	80.00
04-24-2023	MF	Almaden Coordinate execution and submission of monthly Receiver's certificates and Acres' loan audit (.4).	0.40	136.00
04-24-2023	YL	Almaden Review notice letter from IRS and forward to SO and MF.	0.30	87.00
04-24-2023	DK	Almaden Review and coordinate onsite. Review and coordinate accounting. Confer w/ Lender and NH and escrow re: DRE and review of same.	1.20	474.00
04-24-2023	CN	Almaden Review and revise A/P batches for May 2023 check run (1.6).	1.60	336.00
04-24-2023	NH	Almaden Assess open change orders , activities sequencing, schedule update, T/C w/ E. Arevalo re: same (2.1).	2.10	609.00
04-25-2023	AR	Almaden Confer w/ MF re: funding wires expected for A/P run (.1).	0.10	18.50
04-25-2023	AR	Almaden Process A/P.	0.90	166.50
04-25-2023	DS	Almaden Review construction and progress confer w/ team (.3).	0.30	118.50
04-25-2023	DK	Almaden Review and coordinate design and attend meeting. Confer w/ NH and accounting re: status and review of same.	1.10	434.50

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
04-25-2023	CN	Almaden Review and revise A/P batch for May 2023 check run (1.7).	1.70	357.00
04-25-2023	NH	Almaden Design team meeting, review and close out RFI's and Submittals in Procore (1.4).	1.40	406.00
04-26-2023	AR	Almaden Process A/P.	2.30	425.50
04-26-2023	CN	Almaden Review and revise A/P batch (.9). Verify each transaction vs. May 2023 draw request. Confer w/ MF re: invoices exclusive from draw requested and confirming split invoices (.7)	1.60	336.00
04-26-2023	DK	Almaden Review and attend OAC and coordinate on site and accounting. Confer w/ team re: DRe and review of same.	1.80	711.00
04-26-2023	NH	Almaden OAC meeting (.7). Review refrigerator substitution request, excess inventory and credits owed (.8). Confer w/ DK and lender re: DRE update (.7).	2.20	638.00
04-27-2023	AR	Almaden Process A/P (.9)	0.90	166.50
04-27-2023	AR	Almaden Process A/P (.6).	0.60	111.00
04-27-2023	DS	Almaden Review financials (.3).	0.30	118.50
04-27-2023	CN	Almaden Confer w/ AR re: updating back up for transaction. Review, post and process A/P adjustments batches. Confer w/ MF re: split invoices confirmation and correction back up (.9). Review bank activity. Archive bank activity and balance. Perform bank reconciliation (.5).	1.40	294.00
04-27-2023	DK	Almaden Review and coordinate accounting and DRE.	0.80	316.00
04-27-2023	NH	Almaden Procure proposals for elevated elements inspections (1.7) Update insurance broker on construction completion schedule (.8). T/C w/ E. Arevalo re: project updates (.3). Examine open change orders (1.4).	4.20	1,218.00
04-28-2023	AR	Almaden Process ACH payments (.9). Process A/P (.9).	1.80	333.00
04-28-2023	CN	Almaden Review outgoing wires for sending to release (.1).	0.10	21.00
04-28-2023	DK	Almaden Review and coordinate accounting.	0.70	276.50
04-28-2023	NH	Almaden	1.70	493.00

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Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
		Review project schedule update, and high impact activities T/C w/ CM re: same (1.7).		
			149.50	44,013.50
			Total	149.50 44,013.50

Time Summary

Timekeeper	Hours	Amount
Alicia Rodmel	17.20	3,182.00
Chuck Nguyen	11.80	2,478.00
David Kieffer	19.80	7,821.00
David Stapleton	1.00	395.00
Deborah Burger	0.50	80.00
Matthew Flahive	27.00	9,180.00
Nicholas Hoffmann	64.80	18,792.00
Samuel Oster	1.10	258.50
Yenni Liang	6.30	1,827.00
	Total	44,013.50
Activity	Hours	Amount
Almaden	149.50	44,013.50
	Total Fees	44,013.50

Total for this Invoice 44,013.50



STAPLETON
GROUP

Stapleton Group
514 Via De La Valle
Ste 210
Solana Beach, CA 92075
213-235-0600
www.stapletoninc.com

April 30, 2023

Silicon Sage

Invoice Number: 6368
Invoice Period: 04-01-2023 - 04-30-2023

Time Details

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
04-03-2023	AR	Osgood / Savant Process cash receipt (.2). Process check runs (.5). Confer w/ MF re: PGE new payment (.1). Process online payment (.3).	1.10	203.50
04-03-2023	CN	Osgood / Savant Review bank activity and archive incoming fund confirmation. Confer w/ MF re: confirming funding receipt and updating property taxes remaining units. Confer w/ AR re: recording incoming fund and sending check register for approval. Review and post A/R batch (1.1). Download and archive bank statement. Perform bank reconciliation (.3). Update cash reconciliation for check run. Confer w/ MF and YL re: pending cash reconciliation for reviewing and approving check run (1.1).	2.50	525.00
04-03-2023	DK	Osgood / Savant Review and coordinate sales (.6).	0.60	237.00
04-03-2023	MF	Osgood / Savant Confer w/ vendors re: new invoicing and timing of pending payments(.7). Review property tax payment register and discuss reconciliation of same w/ NH (.6).	1.30	442.00
04-03-2023	NH	Osgood / Savant Review closing document packages, circulate for signatures (1.9). Discuss fitness room repair w/ DK and approve quote (1.7). Coordinate unit repairs w/ sales and GC (1.6).	5.20	1,508.00
04-04-2023	AR	Osgood / Savant Process A/P report (.1). Confer w/ MH re: backup for check runs (.1). Process check runs (1.00). Process A/P (.4). Set up new vendor (.2).	1.80	333.00
04-04-2023	YL	Osgood / Savant Review various correspondences re: lender funding, property tax payment and current A/P batches. Confer w/ team to prioritize property taxes payment and provide payment update to DK (.4).	0.40	116.00
04-04-2023	DK	Osgood / Savant	0.70	276.50

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Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
		Review and coordinate sales and onsite and confer w/ NH re: same (.7).		
04-04-2023	MF	Osgood / Savant Coordinate pending property tax payments and funding w/ accounting (.6). Review new invoicing and compiling of invoices for register (1.1).	1.70	578.00
04-04-2023	CN	Osgood / Savant Confer w/ YL and Team re: confirming funding and property taxes payments status. Review and approve new vendor setup. Review, revise, post and process A/P batch for utility preauthorized payment. Post A/P retention payable batches. Confer w/ AR re: preparing check register for approval and following up with MF details invoices (1.4).	1.40	294.00
04-04-2023	SO	Osgood / Savant Confer w/ MF and NH re: incoming mail associated w/ the project (.6).	0.60	141.00
04-04-2023	NH	Osgood / Savant Organize sprinkler system flow test for master insurance policy carrier (1.7). Reconcile unit closings for property tax payments (.6). Circulate access panel order for CC approval, execute order (.8).	3.10	899.00
04-05-2023	AR	Osgood / Savant Process A/P (.6). Save 1099 S form (.1). Confer w/ MF re: CT Corporation invoice (.1). Confer w/ SO and MF re: City of Fremont (.1) Confer w/ MF re: Motivational Systems (.2)	1.10	203.50
04-05-2023	YL	Osgood / Savant Confer w/ MF re: upcoming funding request (.1).	0.10	29.00
04-05-2023	CN	Osgood / Savant Confer w/ YL and Team re: property taxes payments for remaining units. T/C w/ YL re: same. Archive outgoing confirmations. Review, revise, post and process A/P batches (.9). Update 2nd installment property taxes import file. Import A/P batch. T/C w/ AR re: attach back up. Confer w/ AR re: same (.4).	1.30	273.00
04-05-2023	NH	Osgood / Savant Attend sales meeting (.6). Review and execute sales contracts (.9). Reconcile property taxes(.7). Meeting w/ DK and counsel re: contract cancellation letter (.8). Confer w/ MF re: HOA budget, Meeting w/ property manager re: same (1.1). Coordinate fitness room window repair and HVAC repairs (1.5).	5.60	1,624.00
04-05-2023	MF	Osgood / Savant Review property tax file, revise and send to accounting for payment processing (.6). Confer w/ NH and conf. call w/ HOA manager re: pending items to pay, budget availability, and other pending items (1.2).	1.80	612.00
04-05-2023	DK	Osgood / Savant Attend sales call. Review of work onsite (.9). Review of HOA and sales requirements. Review of contracts and process same (.8).	1.70	671.50
04-06-2023	AR	Osgood / Savant Process check runs (.6). Process A/P (.3).	0.90	166.50
04-06-2023	MF	Osgood / Savant Review reconciliation from accounting and approve retention payment processing (.6). Review and compile monthly subcontractor invoices into file. Confer w/ YL re: preparing monthly lender draw request (1.3).	1.90	646.00
04-06-2023	CN	Osgood / Savant Commit A/P batch for property taxes. Update cash reconciliation for property taxes payment. Confer w/ MF and Team re: pending cash review for check run. Review, revise, post and commit A/P batch. Confer w/ AR re:	0.90	189.00

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
		instruction for property taxes payment checks printing. T/C w/ AR re: same (.9).		
04-06-2023	SO	Osgood / Savant Confer w/ MF and NH re: incoming mail associated w/ the project (.6).	0.60	141.00
04-06-2023	NH	Osgood / Savant Review and approve additional HVAC work (.6). Discuss purchase contract cancellation letter w/ counsel and DK, generate letters, send out via email and post (3.8). Coordinate payment of master insurance policy w/ broker and property manager (.8). Approve and execute payment of parking system service contract (.4). Examine Purchase sale contract and circulate for execution (.7). Discuss changing security contract for project (.5). Attend sales meeting (.3).	7.10	2,059.00
04-06-2023	DK	Osgood / Savant Review and process contracts and confer w/ NH re: same. Confer w/ NH re: onsite work (.8). Review of HOA requirements (.4).	1.20	474.00
04-07-2023	AR	Osgood / Savant Download auto paid invoices (.5). Confer w/ MF re: same (.1). Process A/P (.4). Confer w/ Kelly at Alameda County Water (.10). Process ACH payment (1.2). Confer w/ MF re: credit reimbursement request (.1).	2.40	444.00
04-07-2023	MF	Osgood / Savant Confer w/ accounting re: utility accounts and outstanding payments. Add new invoices to funding request file and confer w/ YL re: progress (1.4).	1.40	476.00
04-07-2023	CN	Osgood / Savant T/C w/ AR re: preauthorized for Comcast. T/C w/ MF re: discussing vendor requesting correction 2022 1099 NEC. T/C w/ YL re: proposal book general ledger reclassifying for vendor requested 1099 NEC correction (.5).	0.50	105.00
04-07-2023	NH	Osgood / Savant Examine comcast account billing, T/C w/ MF re: same (.3). T/C w/ lender re: unit sales, retention closeout and unit repairs (.2).	0.50	145.00
04-07-2023	DK	Osgood / Savant Review and coordinate notices and confer w/ NH and counsel re: same (.5). Confer w/ NH re: contracts and coordinate same. Review of budget requirements (.8).	1.30	513.50
04-08-2023	YL	Osgood / Savant Processing invoices and releases for funding request. Update tracker and file backup for same (.1.6). Update to MF re same (.1).	1.70	493.00
04-10-2023	AR	Osgood / Savant Process A/P (.2)	0.20	37.00
04-10-2023	MF	Osgood / Savant Continue to batch invoices and work towards finalizing lender draw request (1.4).	1.40	476.00
04-10-2023	DS	Osgood / Savant Review accounting and planning. Confer w/ DK (.2).	0.20	79.00
04-10-2023	CN	Osgood / Savant Confer w/ YL re: revising 1099-NEC requested by vendor, suggestion entries in 2022 and 2023 for correction (.2).	0.20	42.00
04-10-2023	NH	Osgood / Savant	4.60	1,334.00

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
		Schedule fire alarm inspection w/ vendor and property manager to meet insurance requirements (.9). Review new purchase sale agreements and addendums, circulate for approval, execute (1.2). Assist w/ switching AT&T account over to HOA, and reprogramming phone lines for access control and remote security camera monitoring. (1.7). T/C w/ security vendor and HOA manager re: switching site security from stationary to patrols (.8).		
04-11-2023	AR	Osgood / Savant Confer w/ MF re: Republic Services (.1).	0.10	18.50
04-11-2023	YL	Osgood / Savant Review cash reconciliation. F/u w/ CPA re: 2023 minimum taxes (.4).	0.40	116.00
04-11-2023	MF	Osgood / Savant Finalize lender draw submissions w/ supporting invoices (1.6).	1.60	544.00
04-11-2023	DK	Osgood / Savant Review and coordinate sale requirements (.8). Review of change orders (.4).	1.20	474.00
04-11-2023	NH	Osgood / Savant Review Republic services billings and respond to accounting inquiries (.4). Assess repairs list, execute and circulate change orders for repairs (1.8). Review seller credit addendum and Purchase Sales Agreement. T/C w/ sales, send for approval (1.1).	3.30	957.00
04-12-2023	AR	Osgood / Savant Process A/P (.3). Confer w/ Heather from SWPPP re: conditional waiver(.1). Confer w/ MF and CG re: same (.1).	0.50	92.50
04-12-2023	YL	Osgood / Savant Confer w/ MF re: review of unconditional releases and updates to tracker (.2).	0.20	58.00
04-12-2023	MF	Osgood / Savant Reconcile budget files for amount drawn versus spent through 3/29/23 (1.8). Update budget file w/ new costs and PCO updates (1.4). Confer w/ vendors re: invoice submissions and process Osgood LLC business tax renewal (.9).	4.10	1,394.00
04-12-2023	DK	Osgood / Savant Attended OAC and sale meeting. Coordinate sales review and review of contracts (.7). Confer w/ NH re: onsite repairs and review and approve same (.5).	1.20	474.00
04-12-2023	CN	Osgood / Savant Review, post and commit A/P batch. Confer w/ AR re: revising GL coding and printing check (.3). Review 1st quarter 2023 general ledger for SFAR and other report. Create zero A/P adjustment batch for GL account reclassification (.6).	0.90	189.00
04-12-2023	NH	Osgood / Savant Attend OAC meeting (.3). T/C w/ HVAC subcontractor re: unit repairs. Coordinate w/ sales and homeowners (.9). Attend sales meeting (.4). Update units repairs tracker, reconcile w/ invoices (1.7).	3.30	957.00
04-13-2023	AR	Osgood / Savant Process checkruns (.2). Confer w/ MF re: Fremont tax citation (.1). Confer w/ DK re: approval for payment of Fremont tax citation (.1). Confer w/ MF re: signage for Osgood residences refund check (.1).	0.50	92.50
04-13-2023	MF	Osgood / Savant	2.80	952.00

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
		Prep call w/ NH and Erick A. for budgeting meeting (1.1). Conf. call w/ lender re: budget updates and revise file based on discussion (.9). Process payment for stormwater permit and circulate new insurance cert as well cancellation request for prior policies (.8).		
04-13-2023	YL	Osgood / Savant Review lien releases, process, file and update tracker w/ same. Confer w/ MF re: same (.4).	0.40	116.00
04-13-2023	YL	Osgood / Savant Respond to MF re: refund check (.2).	0.20	58.00
04-13-2023	DB	Osgood / Savant Process escrow documents, notarize grant deed and process same for mailing (.8).	0.80	128.00
04-13-2023	DK	Osgood / Savant Review and coordinate sales and accounting requirements (.6).	0.60	237.00
04-13-2023	CN	Osgood / Savant Review open A/P batches. Review bank activity looking for preauthorized payments. Confer w/ AR re: confirming with MF the invoices are not Osgood responsibility and remove from folder (.4). Review deposit and bank activity. Confer w/ YL and MF re: vendor final check refund deposit (.2).	0.60	126.00
04-13-2023	NH	Osgood / Savant Audit PCO log and budget tracker. Prebudget meeting w/ E. Arevalo and MF (.9). Budget meeting (.3). Coordinate fire alarm test w/ vendor and property manager. Confirm passing test w/ insurance broker (.7). Examine closing documents package, circulate for approval and obtain signatures (1.4). Assess landscaping service agreement and execute (.6). Review OCIP policy, deductible and claim process (.9). Review and summarize buyer responses to purchase sales agreement cancellation letter (1.6).	6.40	1,856.00
04-14-2023	DK	Osgood / Savant Coordinate sales and review of documents and process sales docs. Coordinate onsite. Confer w/ MF re: Suffolk contract and coordinate same (.9).	0.90	355.50
04-14-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed (.4).	0.40	64.00
04-14-2023	MF	Osgood / Savant Exchange emails re: canceling security services and insurance updates (.5). Confer w/ DK and review details re: Suffolk contract (.4).	0.90	306.00
04-14-2023	NH	Osgood / Savant Coordinate travel for onsite visit (.3). Review and circulate purchase sales agreement and addendums, execute documents (1.4). Approve and obtain signatures on closing package documents (1.1). Examine property mailbox issues and repair list, respond to lenders questions re: repair budget items (1.6). Attend sales meeting (.3).	4.70	1,363.00
04-17-2023	YL	Osgood / Savant Review SG invoices.	0.20	58.00
04-17-2023	DK	Osgood / Savant Review and coordinate sales documents and process same. Confer w/ NH re: on site and confer w/ accounting re: AP. Review of HOA and coordinate same.	1.30	513.50
04-17-2023	CN	Osgood / Savant T/C w/ YL re: purchased order template (.1).	0.10	21.00

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
04-17-2023	MF	Osgood / Savant Confer w/ NH re: AGA CO and new insurance disclosures (.4).	0.40	136.00
04-17-2023	NH	Osgood / Savant Circulate new insurance policies to lenders and sales team (.9). Review purchase contracts for approval and execute (1.2). Examine and process new security contract. T/C w vendor to setup patrol schedule (.8). Organize and update shared file for closing and sales contract document (2.7).	5.60	1,624.00
04-18-2023	AR	Osgood / Savant Process A/P.	0.10	18.50
04-18-2023	YL	Osgood / Savant Review email correspondence re: purchase order form.	0.20	58.00
04-18-2023	DK	Osgood / Savant Review and coordinate sales and HOA and process required documents re: same.	1.10	434.50
04-18-2023	NH	Osgood / Savant Review meeting notes for onsite. Travel to onsite visit at 50% of time (1.1).	1.10	319.00
04-19-2023	DS	Osgood / Savant Review sales and confer w/ team (.2).	0.20	79.00
04-19-2023	DK	Osgood / Savant Review of outstanding on site and coordinate same. Coordinate HOA. T/C and coordinate sales and review of same.	1.30	513.50
04-19-2023	CN	Osgood / Savant Confer w/ AR re: confirming draw request for May 2023 (.1).	0.10	21.00
04-19-2023	MF	Osgood / Savant Coordinate A/P processing and respond to invoice questions from accounting (1.1). Review insurance questions and vendor inquiries, and discuss same w/ NH (.7).	1.80	612.00
04-19-2023	NH	Osgood / Savant Attend OAC meeting and sales meeting (.8). Site visit, walk property w/ HOA manager to review items in need of maintenance and project issues (1.4). Walk site with security vendor to go over patrol routes and building entry (.8). Return travel from onsite visit at 50% of time (1.1).	4.10	1,189.00
04-20-2023	AR	Osgood / Savant Process A/P (.3).	0.30	55.50
04-20-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed (.4).	0.40	64.00
04-20-2023	CN	Osgood / Savant Review, post and process A/P batch (.2).	0.20	42.00
04-20-2023	MF	Osgood / Savant Confer w/ accounting re: A/P processing questions (.6). Confer w/ NH re: insurance updates and AGA CO (.5).	1.10	374.00
			5.10	1,479.00

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Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
04-20-2023	NH	Osgood / Savant Review closing document packages, circulate for approval, obtain signatures (1.4). Coordinate fitness room window repair sequencing w/ GC and window vendor (.7). Connect w/ IT to fix design teams connection to server (.8). Establish towing contact for HOA (.6). Update unit court ordered cancellation tracker (1.6).		
04-21-2023	DB	Osgood / Savant Process escrow documents and notarize grant deeds and prepare same for mailing (1.3).	1.30	208.00
04-21-2023	DS	Osgood / Savant Review sales and contracts. Discuss w/ team (.3).	0.30	118.50
04-21-2023	CN	Osgood / Savant Archive bank deposit slip. Prepare A/R batch for vendor refund. Confer w/ YL re: pending for review (.3).	0.30	63.00
04-21-2023	DK	Osgood / Savant Review and coordinate sale and documents for same. Coordinate HOA requirements.	0.80	316.00
04-21-2023	NH	Osgood / Savant Review closing document packages, send out for approval and execution (1.3). Inspect sales documents and circulate for signature (1.2). Provide lenders with required documentation and insurance certificates for closings (1.7). Coordinate Certificate of Occupancy meeting w/ City Public works (.4). Assess unit repair list and arrange scheduling w/ GC (1.1).	5.70	1,653.00
04-24-2023	DB	Osgood / Savant Process Receiver's certificate and notarize same (.3). Process loan confirmation (.2). Process escrow documents for 2 closings, notarize grant deeds and prepare same for mailing (1.2).	1.70	272.00
04-24-2023	MF	Osgood / Savant Coordinate execution and submission of monthly Receiver's certificates and Acres' loan audit (.4).	0.40	136.00
04-24-2023	CN	Osgood / Savant Confer w/ YL re: confirming GL account (.1). Review and revise A/P batches for May 2023 check run (.1)	0.20	42.00
04-24-2023	DK	Osgood / Savant Review and coordinate sales and confer w/ NH and team re: same.	0.80	316.00
04-24-2023	NH	Osgood / Savant Manage window repair, T/C w/ GC and window repair vendor re: same (1.2). Review closing documents, secure signatures and approvals (1.4). Coordinate fire alarm testing w/ vendor and property manager (.8). Provide insurance COI's to lenders (.7). Instruct title on creation of closings report, fund transfer process and circulate (1.6).	5.70	1,653.00
04-25-2023	AR	Osgood / Savant Confer w/ MF re: funding wires expected for A/P run (.1).	0.10	18.50
04-25-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed (.4).	0.40	64.00
04-25-2023	DS	Osgood / Savant Review sales and offers. Confer w/ team (.3).	0.30	118.50
04-25-2023	DK	Osgood / Savant Review and coordinate sales. Confer w/ NH re: HOA insurance and accounting.	0.90	355.50

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Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
04-25-2023	NH	Osgood / Savant Prep Meeting for public works punch list (.7). Meeting w/ Public works (.9). Direct fitness window reinstall and stucco repair (.8). Review sales contracts, circulate pricing for approval and execute (1.1). Examine closing documents package, and send for signatures (1.2). Confer w/ DK and counsel on cancelling remaining 13 contracts (.6). Transfer HOA flood policy broker of record (.4).	5.70	1,653.00
04-26-2023	AR	Osgood / Savant Process A/P.	1.70	314.50
04-26-2023	DB	Osgood / Savant Process escrow documents, notarize grant deed and process mailing of same (.8).	0.80	128.00
04-26-2023	CN	Osgood / Savant Review and revise A/P batch for May 2023 check run (1.1). Confer w/ MF re: invoices exclusive from draw requested and confirming split invoices (.2)	1.30	273.00
04-26-2023	DK	Osgood / Savant Review and coordinate sales and HOA requirements.	1.10	434.50
04-26-2023	NH	Osgood / Savant OAC meeting (.3). Sales meeting (.6). Examine sales contracts, procure signatures and approval (1.1) Coordinate appliance repairs from owners punch walks with homeowners and vendor (1.2). Review closing documents, circulate for execution (1.3). Update cancellation tracker, discuss w/ SO (.8). Meeting w/ E. Arevalo and wet utilities contractor (.7).	6.00	1,740.00
04-27-2023	AR	Osgood / Savant Process A/P (1.3). Confer with Alameda County Water District (.3).	1.60	296.00
04-27-2023	DS	Osgood / Savant Review sales and sign docs (.4).	0.40	158.00
04-27-2023	SO	Osgood / Savant T/C w/ S. Bathi and other creditors re: status of receivership and timing potential distributions to creditors. Review update file re: same (1.3).	1.30	305.50
04-27-2023	CN	Osgood / Savant T/C w/ AR re: EIN number. Confer w/ AR re: incorrect and duplicate recording, support for backflow fee. Review, revise and process A/P batches (.8). Review bank activity. Archive bank activity and balance (.2).	1.00	210.00
04-27-2023	DK	Osgood / Savant Review and coordinate sales and HOA requirements.	0.90	355.50
04-27-2023	NH	Osgood / Savant Coordinate punch walk repairs w/ GC and homeowners (1.3) Update unit repair tracker (1.6).	2.90	841.00
04-28-2023	AR	Osgood / Savant Process A/P (.3).	0.30	55.50
04-28-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed (.4).	0.40	64.00
04-28-2023	DK	Osgood / Savant	0.90	355.50

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Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
		Review and coordinate sales and HOA.		
04-28-2023	NH	Osgood / Savant	6.60	1,914.00
		Sales meeting (.4). T/C w/ PG&E re: unit panel reactivation (.7) Discuss updates w/ title re: unit closings for the month (.8). Review storefront window replacement bill (.6). Examine unit closing documents, send for signatures (1.2). Circulate repairs list to GC, T/C w/ HVAC vendor re: heating unit malfunctions (1.3). Update unit closing shared file w/ closing documents (1.6).		
			171.50	49,757.50
		Total	171.50	49,757.50

Time Summary

Timekeeper	Hours	Amount
Alicia Rodmel	12.70	2,349.50
Chuck Nguyen	11.50	2,415.00
David Kieffer	18.50	7,307.50
David Stapleton	1.40	553.00
Deborah Burger	6.20	992.00
Matthew Flahive	22.60	7,684.00
Nicholas Hoffmann	92.30	26,767.00
Samuel Oster	2.50	587.50
Yenni Liang	3.80	1,102.00
	Total	49,757.50
Activity	Hours	Amount
Osgood / Savant	171.50	49,757.50
	Total Fees	49,757.50

Total for this Invoice 49,757.50



Stapleton Group
 514 Via De La Valle
 Ste 210
 Solana Beach, CA 92075
 213-235-0600
 www.stapletoninc.com

May 31, 2023

Silicon Sage

Invoice Number: 6439
 Invoice Period: 05-01-2023 - 05-31-2023

Time Details

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
05-01-2023	AR	Almaden Process A/P (.6). Run general ledger report (.2). Process cash receipt (.2).	1.00	185.00
05-01-2023	CN	Almaden Archive bank statement. Perform bank reconciliation (.3). Update vendor mailing address. Confer w/ MF and AR re: same. Review, post and process A/P and A/R batches. Confer w/ AR re: preparing May check run register and getting approval (.9).	1.20	252.00
05-01-2023	YL	Almaden Review cash balance and confer w/ MF, AR and CN re: monthly A/P payments. Confer w/ AR and CN re: professional fees (.4).	0.40	116.00
05-01-2023	DK	Almaden Review and coordinate accounting. Review of Suffolk response requirements. Coordinate design and requirements for same (1.2).	1.20	474.00
05-01-2023	NH	Almaden Follow up with Title and legal re: DRE filing (.7). Review drywall subcontractor's project overages invoice (1.4). Examine outstanding change orders, schedule impacts (1.6). Search surrounding area for possible sales office location (.9).	4.60	1,334.00
05-01-2023	MF	Almaden Review pending payments and send preliminary approval of checks to issue. Coordinate w/ vendors and accounting re: pending payments (2.1). Review details and confer re: PCOs (.8). Review contract w/ Suffolk and revise analysis re: hours dispute (1.7).	4.60	1,564.00
05-02-2023	MF	Almaden Finalize check run w/ accounting and begin batching next round of invoices for upcoming draw request (2.4). Review contract documents and proposals, then confer w/ NH and Suffolk re: PCO details for drywall, glazing, and elevators (1.8).	4.20	1,428.00
05-02-2023	DK	Almaden	1.90	750.50

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Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
		Coordinate design and review of accounting (1.2). Confer w/ NH re: status and review of Suffolk contract (.7).		
05-02-2023	NH	Almaden RFI meeting, provide details in Procore for open RFI's and submittals (1.3).T/C w/ E. Arevalo re: project updates (.8).	2.10	609.00
05-02-2023	DB	Almaden Process change order (.2).	0.20	32.00
05-02-2023	AR	Almaden Confer w/ Ivonne Souza re: invoice (.1). Process A/P (.6). Process ACH payment (.3). Confer w/ MF re: Lovazzano invoices (.1).	1.10	203.50
05-02-2023	YL	Almaden Review outgoing wire for SG fee payment (.3).	0.30	87.00
05-02-2023	YL	Almaden Review cash reconciliation and confer w/ MF re: payroll (.4).	0.40	116.00
05-02-2023	CN	Almaden Confer w/ AR re: professional fee processing. Review bank activity. Prepare cash reconciliation for May 2023 check run. Confer w/ MF and Team re: pending cash reconciliation and final approval for check run (1.1).	1.10	231.00
05-03-2023	AR	Almaden Process wire payment (.3). Process check runs (.3).	0.60	111.00
05-03-2023	YL	Almaden Review invoice, approval and provide instruction to AR to process payment. Confer w/ MF re: payroll for Josephine and Alex. Review outgoing wire transfer (1.3).	1.30	377.00
05-03-2023	NH	Almaden Attend OAC call and follow up (1.1). Correspond w/ counsel re: DRE update. Confer w/ DK and lender re: same (1.2). Acquire SB326 inspection proposals (.8). T/C w/ E. Arevalo re: storm drain repairs (.4).	3.50	1,015.00
05-03-2023	DK	Almaden Multiple T/Cs and review of DRE (.8). Coordinate accounting and review of Suffolk analysis (.5).	1.30	513.50
05-03-2023	MF	Almaden Continue batching invoices and preparation of next funding request (2.6). Conf. call w/ NH and construction team re: drywall costs (.8).	3.40	1,156.00
05-03-2023	DB	Almaden Process BKF add'l service request form and send to MF (.2).	0.20	32.00
05-04-2023	DK	Almaden Review and coordinate DRE. Review and coordinate budget requirements. Confer w/ accounting analysis (.9).	0.90	355.50
05-04-2023	MF	Almaden Continue batching of invoices and review of same (3.6). Additional discussion and review of documents re: drywall budget increase (1.1).	4.70	1,598.00
05-04-2023	CN	Almaden Review bank activity and archive outgoing confirmation. Review, post and process A/P batch (.3).	0.30	63.00

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
05-04-2023	NH	Almaden Meeting w/ Suffolk and MF re: drywall subcontractor and change orders (.8). Follow up on DRE deficiency items and SB326 proposals, circulate to title (2.6). Review construction schedule and possible sequencing issues on project (1.4). Update lender and DK on DRE package (.3).	5.10	1,479.00
05-04-2023	YL	Almaden Process invoices and releases. Update tracker re: same and archive. Confer w/ MF re: same (1.3).	1.30	377.00
05-04-2023	DB	Almaden Process check run (.1).	0.10	16.00
05-04-2023	AR	Almaden Process check runs (.3).	0.30	55.50
05-05-2023	AR	Almaden Process A/P (.5).	0.50	92.50
05-05-2023	MF	Almaden Review draft draw request, revise for additional invoices received, and submit final to ACRES (4.4).	4.40	1,496.00
05-05-2023	DK	Almaden Review of budget and DRE and coordinate same. Review of analysis and coordinate same (.8).	0.80	316.00
05-08-2023	AR	Almaden Process A/P. Process cash receipts (1.0).	1.00	185.00
05-08-2023	CN	Almaden Review, post and process A/P batch (.3).	0.30	63.00
05-08-2023	DK	Almaden Review and coordinate DRE. Coordinate onsite and confer w/ accounting re: status (.9).	0.90	355.50
05-09-2023	DK	Almaden Review and coordinate design. Coordinate onsite and accounting. Multiple T/Cs re: DRE and coordinate same (1.4).	1.40	553.00
05-09-2023	AR	Almaden Process A/P (.3).	0.30	55.50
05-09-2023	NH	Almaden Design team meeting, review and provide comments in Procore (1.1). Meeting w/ utilities contractor re: storm drain repairs. T/C w/ lender re: same (1.8). T/C w/ E. Arevalo re: project updates (.4). T/C w/ consultant re: SB326 proposal. T/C w/ structural engineer re: balcony repairs. T/C w/ E. Arevalo re: same (1.3). T/C w/ title re: DRE package review update (.6). Review alternate fire ladder submittal and circulate (.5).	5.70	1,653.00
05-10-2023	DK	Almaden Review and coordinate DRE (.5). Attend OAC and review of same. Review and coordinate accounting (1.2).	1.70	671.50
05-10-2023	AR	Almaden Process A/P (1.5).	1.50	277.50

0.30 118.50

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Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
05-10-2023	DS	Almaden Review construction. Confer w/ team (.3).		
05-10-2023	NH	Almaden Attend OAC meeting and follow up (1.9). T/C w/ E. Arevalo re: storm drain corrections (.3). T/C w/ DK re: DRE update (.2). Review SB326 inspection proposal and build DRE submittal package (1.8). Review common area cabinet shop drawings and appliances (.9).	5.10	1,479.00
05-11-2023	NH	Almaden T/C w/ Lender re: DRE update (.3). T/C w/ E. Arevalo re: project updates (.2). Review project schedule and sequencing (1.6).	2.10	609.00
05-11-2023	CN	Almaden Review application #8 re: professional and legal fee per JD's request. Research and review professional fees payments. Confer w/JD, YL and AR re: confirmation of fees paid, request legal fee detailed invoices or 50/50 split, and approval for payment of same (.4).	0.40	84.00
05-11-2023	AR	Almaden Process A/P (3.5).	3.50	647.50
05-12-2023	AR	Almaden Process ACH Payments. Process A/P (2.1).	2.10	388.50
05-12-2023	CN	Almaden T/C w/ AR re: May payroll changing. Review outgoing wires for payroll. Confer w/ YL re: confirm review of same (.4).	0.40	84.00
05-12-2023	YL	Almaden F/u w/ AR and CN re: outgoing wires (.3).	0.30	87.00
05-12-2023	DK	Almaden Review and coordinate DRE and multiple T/Cs re: same. Confer w/ NH re: status and coordinate same (.9).	0.90	355.50
05-12-2023	NH	Almaden T/C w/ lender re: DRE approval process (.3). T/C w/ DK and lender re: DRE submittal, construction manager billing and PG&E (.4). Finalize and submit DRE budget deficiency response, T/C w/ title re: same (2.2). T/C w/ E. Arevalo re: storm drain walk (.5). Review proposed storm drain corrections (.8). Examine bathroom fixture install schedule and discuss alternatives w/ E. Arevalo and A. Camacho (.9). Procure homeowner contact information to send out HOA ballot notice (.6). T/C w/ title and transaction coordinator re: upload required sales docs to DocuSign (.7). T/C w/ property manager re: creating HOA bank accounts (.3).	6.70	1,943.00
05-15-2023	AR	Almaden Process A/P (1.1).	1.10	203.50
05-15-2023	DK	Almaden Confer w/ NH and coordinate DRE (.4). Confer w/ accounting re: status and review of same. Coordinate HOA and on site (.7).	1.10	434.50
05-15-2023	MF	Almaden Confer w/ NH and team re: PCOs and pending items in the pipeline (1.3). Respond to lender inquiry re: pending funding request (.9). Confer w/ NH re: HOA requirements and pending meeting (.3). Confer w/ vendors and accounting re: payments made and pending invoices (1.8).	4.30	1,462.00
05-15-2023	DS	Almaden	0.20	79.00

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
		Review construction and meeting w/ team (.2).		
05-15-2023	NH	Almaden Confer w/ counsel re: CC&R ballot process (1.8). Update owner info for PG&E contracting (.4). Coordinate HOA board formation meeting w/ property manager (.9). Issue email notice of CC&R ballot to homeowners (.6). Review common room FF&E (.7). T/C w/lender re: DRE update (.2). T/C w/ E. Arevalo re: project updates (.2).	4.80	1,392.00
05-16-2023	NH	Almaden Design team meeting (.8). Confer w/ MF and DK re: flooring contractor payout (.9). Review and execute change orders (1.7). Closeout RFI's and Submittals in Procore (.7). Book travel for onsite visit (.2). Coordinate ballot mailing for CC&R amendment vote (1.9).	6.20	1,798.00
05-16-2023	MF	Almaden Confer w/ NH and vendors re: PCOs and new invoices (1.3). Met w/ NH and DK re: Vintage situation (.4).	1.70	578.00
05-16-2023	CN	Almaden Review, revise, post, commit and process A/P batches. Confer w/ AR re: printing check and revising GL coding (1.0) Reconcile receiver and legal fees from court approval vs. invoices. Confer w/ MF and Team re: discrepancy in invoice allocation. (.4)	1.40	294.00
05-16-2023	DK	Almaden Review and coordinate budget. Review and coordinate accounting (.4). Attend and coordinate design meeting. Confer w/ NH and lender re: HOA and DRE (.8).	1.20	474.00
05-16-2023	AR	Almaden Process A/P (.6).	0.60	111.00
05-17-2023	AR	Almaden Process A/P (1.2).	1.20	222.00
05-17-2023	DK	Almaden Coordinate onsite and confer w/ NH re: same (.5). Coordinate DRE and HOA and review of same. Review and coordinate budget (.8).	1.30	513.50
05-17-2023	MF	Almaden Process agreements for PG&E and HOA setup (1.3). Confer w/ vendors re: payments sent and next invoice submission deadline (.8). Coordinate w/ lender re: funding timeline and accounting re: invoice questions for upcoming payments (1.4).	3.50	1,190.00
05-17-2023	NH	Almaden Travel to SJC for site visit at 50% of time (1.1). OAC call (.8). Collect ballots for CC&R amendment from property manager (2.6). T/C w/ E. Arevalo re: project updates (.2) T/C w/ DK and lender re: site work contractor, utility contractor and DRE (.3). Review PG&E owner assignment document and execute (.7). Schedule meeting w/ homeowners to review ballot (.4).	6.10	1,769.00
05-18-2023	NH	Almaden On site visit re: unit completion, utility work, pool shed, common room finishes, stucco patching (4.8). Tour property manager around site (2.1). Met w/ utilities subcontractor (.8). HOA initial board meeting (.9). Procure rider for surety bond, execute documents (1.1).	9.70	2,813.00
05-18-2023	MF	Almaden Initial meeting to elect HOA board and adopt bylaws (.6). Apply for FEIN for HOA and complete banking documents (1.6).	2.20	748.00

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
05-18-2023	DK	Almaden Review and coordinate DRE and attend HOA meeting (1.2).	1.20	474.00
05-18-2023	AR	Almaden Process A/P (3.0).	3.00	555.00
05-19-2023	DB	Almaden Process PG&E assignment agreement and notarize same (.3).	0.30	48.00
05-19-2023	DK	Almaden Review and coordinate DRE (.3). Review and coordinate budget review and multiple T/Cs re: same (.9).	1.20	474.00
05-19-2023	CN	Almaden Review A/P batches for June 2023 check run. (1.9)	1.90	399.00
05-19-2023	MF	Almaden Compile insurance policy documents, update summary table, and provide to lender (1.4). Confer w/ vendors re: new invoice submissions and review charges (.9). Conf. call w/ Acres and Suffolk re: billing dispute, then discuss same w/ DK and counsel (1.2).	3.50	1,190.00
05-19-2023	NH	Almaden Return flight from SJC at 50% of time (1.1). Meeting w/ Suffolk re: billings (.4). Meet w/ Homeowners to deliver ballots (2.3). Return ballots and HOA bank forms to property manager (1.2).	5.00	1,450.00
05-22-2023	DK	Almaden Review and coordinate onsite. Confer w/ NH re: action items. Confer w/ accounting re: budget. Review of DRE and HOA requirements (1.1).	1.10	434.50
05-22-2023	AR	Almaden Confer w/ MF re: checks on hold (.1). Process A/P (.3).	0.40	74.00
05-22-2023	DS	Almaden Review construction. Meet w/ team re: same (.2).	0.20	79.00
05-22-2023	MF	Almaden Confer w/ NH and review files for details re: HOA bonds (.9). Confer w/ construction team re: PCOs and drywall situation (.8). Confer w/ vendors and accounting re: invoice verification and payment inquiries (1.4).	3.10	1,054.00
05-22-2023	NH	Almaden T/C w/ lender re: DRE update (.3). T/C w/ property manager re: bank account set up and procure necessary documents (1.2). Follow up w/ unit homeowner re: surety bond and ballot (.7). Confer w/ Bond broker re: surety bond and increasing bond limit (.8). Review PCO log and budget impacts. Confer w/ MF re: same (1.7). Assess drywall contractors base scope increase and details provided, discuss w/ MF re: same (.9).	5.60	1,624.00
05-23-2023	NH	Almaden Attend design meeting and closeout RFI's and submittals on Procore (.8). Review security camera system infrastructure change order and circulate (.7). Follow up w/ broker re: surety bond increase provide additional documentation (.6). Procure, execute and circulate DRE submittal required documents (1.3). Discuss and look over storm drain proposed redesign, assess site survey request from civil engineer (.9). Examine final signage package for project (1.1). Evaluate plumbing subcontractor change order log (.7).	6.10	1,769.00
05-23-2023	MF	Almaden Review details and confer w/ construction team re: PCOs from electrician, plumber, and drywall (1.4). Respond to A/P inquiries from accounting and vendors (.3).	1.70	578.00

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Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
05-23-2023	DK	Almaden Review and coordinate accounting and DRE. Attend and coordinate design (.9).	0.90	355.50
05-23-2023	CN	Almaden Review, post, commit and process A/P batch (.2).	0.20	42.00
05-23-2023	AR	Almaden Process A/P (1.1). Confer w/ Mashad Shafae re: statements (.1). Confer w/ MF re: corrupted file (.1).	1.30	240.50
05-24-2023	AR	Almaden Process wire payment (.3). Set up new vendor (.2). Process A/P (.3).	0.80	148.00
05-24-2023	DK	Almaden Review and coordinate onsite and attend OAC (.7). Confer w/ NH and MF re: subs and confer w/ lender re: same. T/C w/ lender re: subs (1.1). Review of DRE status and confer w/ NH re: same (.3).	2.10	829.50
05-24-2023	MF	Almaden Review of files relating to PCOs for drywall, electric, and plumbing (.7). Confer w/ NH, DK, and Acres re: same (.7). Process approvals and send instructions to accounting re: HOA wire transfer (.4).	1.80	612.00
05-24-2023	NH	Almaden Attend OAC meeting (.8). Review flooring subcontractor assignment and invoices. Confer w/ DK and MF re: same (1.8). Meet w/ DK and MF re: subcontractor base scope increases. T/C w/ lender re: same (.6) Review HOA bank account documents and circulate to title (.7). T/C w/ E. Arevalo re: project updates (.5). Review incomplete items list for trades (.9).	5.30	1,537.00
05-25-2023	MF	Almaden Reconcile the budget to actuals spent and update budget for new COs and cost extensions (3.6). Prepare for and attend conf. call re: budget (2.6). Follow-up discussion and review of files re: subcontractor COs (.9).	7.10	2,414.00
05-25-2023	YL	Almaden Review outgoing wire transfer (.3).	0.30	87.00
05-25-2023	AR	Almaden Confer w/ MF re: HOA wire (.1). Process wire (.1). Prepare general ledger report (.2). Process A/P (.3).	0.70	129.50
05-25-2023	NH	Almaden Review electrician subcontractors change order log (1.1). Budget meeting prep call w/ MF and construction manager (1.3). Examine PCO log and update (.8). Budget meeting w/ MF, DK, lender and construction manager (1.2). T/C w/ property manager re: ballot and HOA bank account transfer (.9). Circulate HOA bank statement for proof of funding (.4). Follow up w/ broker re: surety bond (.6). Meet w/ IT re: website build for buyer document page (.7). T/C w/ counsel re: Western Alliance Bank (.5).	7.50	2,175.00
05-25-2023	CN	Almaden Review and revise A/P batches for June 2023 check run (1.9).	1.90	399.00
05-25-2023	DK	Almaden Review and coordinate accounting and budget. Coordinate onsite (.7). Confer w/ NH re: DRE and review of same. Coordinate HOA requirements (.9).	1.60	632.00
05-26-2023	DK	Almaden Review and coordinate budget and DRE requirements. Coordinate HOA requirements. Confer w/ NH re: status (1.1).	1.10	434.50

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
05-26-2023	DB	Almaden Notarize certificate of treasurer of homeowners' association (.3).	0.30	48.00
05-26-2023	MF	Almaden Confer w/ Erick and NH re: CO details for electrician (.6). Meeting to approve HOA thrid amended CC&Rs and process documents for execution (1.1).	1.70	578.00
05-26-2023	CN	Almaden Confer w/ MF and Team re: payment on electric utility account (.2).	0.20	42.00
05-26-2023	YL	Almaden Confer w/ team re: Republic Service's credit balance (.3).	0.30	87.00
05-26-2023	AR	Almaden Process A/P (.3). Confer w/ MF re: City of San Jose invoice (.1). Confer w/ MF re: Republic Services credit (.1). Set up new vendor (.2).	0.70	129.50
05-26-2023	NH	Almaden Coordinate collection of HOA ballots (.6). HOA adoption of CC&R's meeting (.4). Meeting re: storm drain repair (.6).	1.60	464.00
05-30-2023	AR	Almaden Process ACH payments (.6). Confer w/ JD re: release of ACH payments (.1). Confer w/ YL re: same (.1).	0.80	148.00
05-30-2023	YL	Almaden Confer w/ CNB to confirm positive pay activation. Complete activation in Yardi. Review outgoing ACH transfers for payroll (.4).	0.40	116.00
05-30-2023	DK	Almaden Review and coordinate onsite. Review and coordinate DRE. Review and coordinate accounting (1.2).	1.20	474.00
05-30-2023	MF	Almaden Confer w/ vendors re: payment inquiries and new invoices (1.2). Confer w/ NH re: HOA bonds and signatory documents, then process for execution and overnighting (.8).	2.00	680.00
05-30-2023	DB	Almaden Process 3rd Amendment to Almaden Terrace Plan for Condo Ownership and notarize same (.4).	0.40	64.00
05-31-2023	MF	Almaden Confer w/ vendors re: outstanding A/P and process Receiver's certificates (.6). Confer w/ NH and review communications re: COs for security, MCH, Helix, and GWT (.8).	1.40	476.00
05-31-2023	DK	Almaden Review and coordinate DRE. Confer w/ NH re: insurance and accounting (.4). Confer w/ Suffolk re: PGE. Confer w/ sales team re: status. Attend OAC (1.2)	1.60	632.00
05-31-2023	CN	Almaden Archive ACH outgoing confirmations. Confer w/ AR re: recording same (.3). T/C w/ AR re: new vendor setup and GL coding. Review, revise and approve new vendor. Confer w/ AR and MF re: obtaining vendor W-9. Review, post, commit and process A/P batches (.9).	1.20	252.00
05-31-2023	NH	Almaden	7.00	2,030.00

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
Attend OAC meeting (.7). Follow up w/ design team re: RFI's and submittals (.9). Pursue surety bond updates. T/C w/ lender re: same (.6). Coordinate execution and circulate CC&R third amendment revision (.8). Sales meeting (.5). T/C w/ E. Arevalo re: project updates (.7). Inquire on update from PG&E re: contract and scheduling (.4). Review security camera system infrastructure and equipment proposals in accordance w/ budget and circulate (1.3). Examine bike room needs for Almaden, source racks (1.1).				
05-31-2023	AR	Almaden	0.90	166.50
	Process A/P (.9).			
05-31-2023	DB	Almaden	0.30	48.00
	Process Receiver's Certificate and notarize same (.3).			
			223.10	66,799.50
Total			223.10	66,799.50

Time Summary

Timekeeper	Hours	Amount
Alicia Rodmel	23.40	4,329.00
Chuck Nguyen	10.50	2,205.00
David Kieffer	26.60	10,507.00
David Stapleton	0.70	276.50
Deborah Burger	1.80	288.00
Matthew Flahive	55.30	18,802.00
Nicholas Hoffmann	99.80	28,942.00
Yenni Liang	5.00	1,450.00
Total		66,799.50
Activity	Hours	Amount
Almaden	223.10	66,799.50
	Total Fees	66,799.50

Total for this Invoice 66,799.50



STAPLETON
GROUP

Stapleton Group
514 Via De La Valle
Ste 210
Solana Beach, CA 92075
213-235-0600
www.stapletoninc.com

May 31, 2023

Silicon Sage

Invoice Number: 6438
Invoice Period: 05-01-2023 - 05-31-2023

Time Details

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
05-01-2023	AR	Osgood / Savant Run general ledger report (.2). Process cash receipt (.2).	0.40	74.00
05-01-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed (.4).	0.40	64.00
05-01-2023	YL	Osgood / Savant Review cash balance and confer w/ MF, AR and CN re: monthly A/P payments. Confer w/ AR and CN re: professional fees (.4).	0.40	116.00
05-01-2023	CN	Osgood / Savant Archive bank statement (.1). Review, post and process A/P and A/R batches. Confer w/ AR re: Comcast invoice, recording utility preauthorized debit, and preparing May check run register and request approval for same (.7).	0.80	168.00
05-01-2023	NH	Osgood / Savant Examine closing documents package circulate for signature (1.1). Review sales contracts, send out for approval and signature (1.2). Procure as-built plans for HOA property manager (.8).	3.10	899.00
05-01-2023	DK	Osgood / Savant Coordinate sales and HOA requirements and review of same (.9).	0.90	355.50
05-01-2023	MF	Osgood / Savant Review pending payments and send preliminary approval of checks to issue. Coordinate w/ vendors and accounting re: pending payments (1.2). Review details re: City of Fremont tax hold (.6). Review contract w/ Suffolk and revise analysis re: hours dispute (1.1).	2.90	986.00
05-01-2023	SO	Osgood / Savant Confer w/ MF and NH re: incoming mail associated w/ project (.6).	0.60	141.00
05-02-2023	MF	Osgood / Savant	1.80	612.00

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Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
		Finalize check run w/ accounting and begin batching next round of invoices for upcoming draw request (1.8).		
05-02-2023	DK	Osgood / Savant Review and coordinate sale and contract re: same. Review of onsite and HOA requirements (.7).	0.70	276.50
05-02-2023	NH	Osgood / Savant Provide insurance certificates to lenders (.6). Review insurance subscription agreement and execute (.4). Examine sales contracts for signature (.9). T/C w/ sale sand HVAC vendor re: unit repairs (.7). T/C w/ elevator re: invoicing (.3). T/C w/ MF re: City business taxes (.5). Assess owner inspection reports and repairs required, circulate to GC (1.8).	5.20	1,508.00
05-02-2023	AR	Osgood / Savant Process A/P (1.2). Confer w/ MF re: City of Fremont (.1).	1.30	240.50
05-02-2023	CN	Osgood / Savant T/C w/ AR re: recording preauthorized utility payments. Review, post and process A/P batches. Perform bank reconciliation (.9). Review bank activity. Prepare cash reconciliation for May 2023 check run. Confer w/ MF and Team re: pending cash reconciliation and final approval for check run. Various exchanges w/ AR re: professional fees to be processed, invoice and preauthorized payment mis-matched, complete recording ACH transactions, and invoices approval (1.0).	1.90	399.00
05-03-2023	AR	Osgood / Savant Process A/P (.9). Set up wire template (.2). Process wire payment (.3). Process check run (.2).	1.60	296.00
05-03-2023	YL	Osgood / Savant Review outgoing wire template. Review outgoing wire transfer. F/u w/ AR re same (.7).	0.70	203.00
05-03-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed and coordinate mailing of same (.8).	0.80	128.00
05-03-2023	NH	Osgood / Savant Attend OAC call (.3). Attend sales meeting (.4). Coordinate PG&E reactivation of power to unsold units (1.4). Review and execute closing documents package (1.2). Update cancellations status for 13 units under contract. T/C w/ SO and confer w/ counsel re: same (.7).	4.00	1,160.00
05-03-2023	DK	Osgood / Savant Coordinate sales and HOA requirements (.9).	0.90	355.50
05-03-2023	MF	Osgood / Savant Continue batching invoices and preparation of next funding request (1.9). Conf. call w/ NH and construction team re: Fremont tax issue and compile subcontractor reports after call (1.3). Review insurance requirements, request details for adding additional insured, and coordinate execution of cancellation documents (1.3).	4.50	1,530.00
05-03-2023	CN	Osgood / Savant Confer w/ MF re: approving additional invoice in May check run. Review, post and commit A/P batch. Confer w/ AR re: check run (.3).	0.30	63.00
05-04-2023	MF	Osgood / Savant Continue batching of invoices and review of same (1.5). Additional discussion and review of items re: Fremont tax hold (.7). Confer w/ broker and gather additional insurance documents (.9).	3.10	1,054.00
05-04-2023	CG	Osgood / Savant Process invoices and releases. Update tracker re: same and archive. Confer w/ MF re: same (1.3).	1.30	344.50

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
05-04-2023	AR	Osgood / Savant Process check runs (.2).	0.20	37.00
05-04-2023	DK	Osgood / Savant Review and coordinate sales. Coordinate documents and HOA requirements (.7).	0.70	276.50
05-04-2023	DB	Osgood / Savant Process check run (.1). Process liability and property insurance cancellation forms (.3).	0.40	64.00
05-04-2023	NH	Osgood / Savant Meeting w/ Suffolk and MF re: City business licenses (.6). Review GC invoices for punch list repairs (1.9). Examine closing document packages, request approval and execution (1.3). T/C w/ E. Arevalo re: Public works and fire department CO closeout (.4).	4.20	1,218.00
05-05-2023	DK	Osgood / Savant Review and coordinate sale and HOA requirements (.6).	0.60	237.00
05-05-2023	AR	Osgood / Savant Process A/P (.8). Process check runs (.2).	1.00	185.00
05-05-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed (.4).	0.40	64.00
05-05-2023	MF	Osgood / Savant Review draft draw request, revise for additional invoices received, and submit final to ACRES (2.2).	2.20	748.00
05-05-2023	CN	Osgood / Savant Review, post and commit A/P batch. Confer w/ AR re: check printing (.2).	0.20	42.00
05-08-2023	AR	Osgood / Savant Process A/P (.3).	0.30	55.50
05-08-2023	CN	Osgood / Savant Review, post and process A/P batches (.4).	0.40	84.00
05-08-2023	DK	Osgood / Savant Review and coordinate sales and onsite HOA and budget (.8).	0.80	316.00
05-09-2023	DK	Osgood / Savant Coordinate sales and HOA and review of same (.7).	0.70	276.50
05-09-2023	CN	Osgood / Savant Review, post, commit and process A/P batch (.2).	0.20	42.00
05-09-2023	AR	Osgood / Savant Process A/P (1.0).	1.00	185.00
05-09-2023	NH	Osgood / Savant Assess fitness room repairs and completions. Confer w/ property manage re: site walk (1.2). T/C w/ E. Arevalo re: Certificate of Occupancy closeout (.3). Provide counsel with updated list for cancellations and contracts (1.7). Provide lender's Insurance certificates (.6).	3.80	1,102.00

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Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
05-10-2023	DS	Osgood / Savant Review sales and progress and confer w/ team (.3).	0.30	118.50
05-10-2023	NH	Osgood / Savant Attend OAC meeting and follow up (.6). Attend sales meeting (.3). Examine closing document packages and execute (1.4). Review FEMA flood zone application w/ civil engineer and submittal fees (.7).	3.00	870.00
05-10-2023	DK	Osgood / Savant Review and coordinate sale and review of documents (1.1).	1.10	434.50
05-10-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed (.4).	0.40	64.00
05-10-2023	AR	Osgood / Savant Confer w/ Heather Sexton re: conditional waiver (.1).	0.10	18.50
05-11-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed (.4).	0.40	64.00
05-11-2023	CN	Osgood / Savant Review application #8 re: professional and legal fee per JD's request. Research and review professional fees payments. Confer w/JD, YL and AR re: confirmation of fees paid, request legal fee detailed invoices or 50/50 split, and approval for payment of same (.4).	0.40	84.00
05-11-2023	NH	Osgood / Savant Review owners inspection reports, approve and circulate repairs list (1.8). Update repair and closet install tracker (1.6). Reorganize closing documents shared folder and examine closing tracker (1.7).	5.10	1,479.00
05-12-2023	CN	Osgood / Savant Review, post, commit and process A/P batches (.3).	0.30	63.00
05-12-2023	DK	Osgood / Savant Review and coordinate sales and confer w/ NH re: same. Review and coordinate HOA and confer w/ NH re: same (.7).	0.70	276.50
05-15-2023	AR	Osgood / Savant Process A/P (.3).	0.30	55.50
05-15-2023	DK	Osgood / Savant Coordinate sales and review of documents. Process documents. Coordinate HOA requirements. Coordinate filing regarding contracts (.8).	0.80	316.00
05-15-2023	MF	Osgood / Savant Respond to lender inquiry re: pending funding request (.9). Confer w/ NH re: HOA items and insurance inquiry (.6). Confer w/ vendors and accounting re: payments made and pending invoices (1.1).	2.60	884.00
05-15-2023	DS	Osgood / Savant Review sales and meeting w/ team (.2).	0.20	79.00
05-15-2023	NH	Osgood / Savant Examine closing and sales documents, circulate for execution (1.8). Circulate PSA contracts to legal (.9). Review HOA dues for unit 315 w/ title (.7).	3.40	986.00

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Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
05-16-2023	NH	Osgood / Savant Coordinate travel for onsite visit (.2).	0.20	58.00
05-16-2023	MF	Osgood / Savant Confer w/ NH and vendors re: PCOs and new invoices (.3). Met w/ NH and DK re: Vintage situation (.4).	0.70	238.00
05-16-2023	AR	Osgood / Savant Process A/P (.6).	0.60	111.00
05-16-2023	CN	Osgood / Savant Review, revise, post and commit A/P batch. Confer w/ AR re: printing check and revising GL coding (.4). Reconcile receiver and legal fees from court approval vs. invoices. Confer w/ MF and Team re: discrepancy in invoice allocation. (.4)	0.80	168.00
05-16-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed (.4).	0.40	64.00
05-16-2023	DK	Osgood / Savant Review and coordinate sales and HOA (.7).	0.70	276.50
05-17-2023	AR	Osgood / Savant Confer w/ SO re: refund from ComCast (.1).	0.10	18.50
05-17-2023	DK	Osgood / Savant Review and coordinate sales and confer w/ accounting re: status (.9).	0.90	355.50
05-17-2023	MF	Osgood / Savant Confer w/ vendors re: payments sent and next invoice submission deadline (.4). Coordinate w/ lender re: funding timeline and accounting re: invoice questions for upcoming payments (1.1).	1.50	510.00
05-17-2023	NH	Osgood / Savant Travel to SJC for onsite visit (1.1). Sales meeting (.5). Follow up w/ counsel re: unit PSA cancellations (.6).	2.20	638.00
05-18-2023	NH	Osgood / Savant Review service contract for fitness room equipment (.6).	0.60	174.00
05-18-2023	DK	Osgood / Savant Review and coordinate sales (.3).	0.30	118.50
05-18-2023	AR	Osgood / Savant Process A/P (.9).	0.90	166.50
05-18-2023	JD	Osgood / Savant Emails w/ team and lender re: estimated net proceeds paid from sale closings (.2).	0.20	74.00
05-19-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed (.4).	0.40	64.00
05-19-2023	DK	Osgood / Savant T/C re: sale. Review and process contracts. Coordinate HOA requirements (.7).	0.70	276.50
05-19-2023	NH	Osgood / Savant	5.70	1,653.00

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Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
		Return travel from SJC at 50% of time (1.1). Meeting w/ Suffolk re: billings (.4). Sales meeting (.6). Review closing documents packages and circulate for execution (1.3). On site visit, check on property condition and fitness room repair (2.3).		
05-19-2023	MF	Osgood / Savant Compile insurance policy documents, update summary table, and provide to lender (1.4). Confer w/ vendors re: retention payment timing (.4). Conf. call w/ Acres and Suffolk re: billing dispute, then discuss same w/ DK and counsel (.4).	2.20	748.00
05-22-2023	MF	Osgood / Savant Confer w/ vendors and accounting re: invoice verification and payment inquiries (.6).	0.60	204.00
05-22-2023	DS	Osgood / Savant Review sales. Meet w/ team re: same (.2).	0.20	79.00
05-22-2023	DK	Osgood / Savant Review and coordinate sales and review of contract documents (.6).	0.60	237.00
05-22-2023	NH	Osgood / Savant Confer w/ DK and counsel re: response to parking space letter from homeowner's lawyer (.6). Review homeowner inspection and circulate repair punchlists to GC (1.2). Discuss hallway rules and guidelines for HOA w/ property manager, towing contract and parking system service proposal (.8). Examine parking system service contract invoice and dispute same w/ vendor (.9).	3.50	1,015.00
05-22-2023	CN	Osgood / Savant Archive outgoing ACH. Confer w/ AR re: recording outgoing transaction (.2).	0.20	42.00
05-23-2023	NH	Osgood / Savant Review and circulate appliance repair requests (.6). Examine Sales Simplicity invoice and contract (.8).	1.40	406.00
05-23-2023	AR	Osgood / Savant Process ACH payment (.3). Confer w/ YL re: FTB payments and research payments made for 2019, 2020 and 2021(.5). Process A/P (1.5).	2.30	425.50
05-23-2023	DK	Osgood / Savant Review and coordinate sale and HOA (.7).	0.70	276.50
05-23-2023	MF	Osgood / Savant Review Vintage contract and discuss details to identify w/ NH (.6).	0.60	204.00
05-24-2023	DK	Osgood / Savant Review and coordinate letter re: parking. Review of HOA requirements. Review of sale and marketing requirements. Confer w/ accounting re: status of work not performed (.7).	0.70	276.50
05-24-2023	NH	Osgood / Savant Attend sales meeting (.6). Review Public works closeout shared folder contents (1.1) Coordinate appliance repairs (.4).	2.10	609.00
05-24-2023	MF	Osgood / Savant Review of subcontractor response re: alleged liability (.4).	0.40	136.00
05-25-2023	DK	Osgood / Savant Review and coordinate sale and budget and coordinate same (.6).	0.60	237.00

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
05-25-2023	CN	Osgood / Savant Review, post, commit and process A/P batches (.3). Review and revise A/P batches for June 2023 payments (.9).	1.20	252.00
05-25-2023	AR	Osgood / Savant Prepare general ledger report (.2). Process A/P (1.5).	1.70	314.50
05-25-2023	NH	Osgood / Savant T/C w/ DK and title re: reopening escrows on 13 units (.7).	0.70	203.00
05-26-2023	DK	Osgood / Savant Review of sale and coordinate same (.3). Multiple T/Cs re: motion and order and coordinate same. Confer w/ counsel re: status (.9).	1.20	474.00
05-26-2023	MF	Osgood / Savant Process approval of retention payout and send instructions to accounting (.4). Draft response to Vintage and confer w/ DK re: same (.5).	0.90	306.00
05-26-2023	AR	Osgood / Savant Confer w/ MF re: Republic Services Invoice paid by new owner (.1). Confer w/ YL re: same (.1). Confer w/ MA re: reimbursement for City of Fremont (.1).	0.30	55.50
05-26-2023	NH	Osgood / Savant Attend sales meeting (.4).	0.40	116.00
05-30-2023	YL	Osgood / Savant Confer w/ CNB to confirm positive pay activation. Complete activation in Yardi (.2).	0.20	58.00
05-30-2023	AR	Osgood / Savant Process A/P. (.6). Process check run and prepare same for mailing (.2).	0.80	148.00
05-30-2023	CN	Osgood / Savant T/C w/ AR re: check to be issued. Review, post and commit A/P batch. Confer w/ AR re: processing same (.3). Archive bank activity and perform cash reconciliation (.3).	0.60	126.00
05-30-2023	DK	Osgood / Savant Review and coordinate sales. Review and coordinate documents. Review and coordinate HOA requirements. Review and coordinate accounting (1.1).	1.10	434.50
05-30-2023	MF	Osgood / Savant Confer w/ vendors re: payment inquiries and new invoices (.6).	0.60	204.00
05-31-2023	MF	Osgood / Savant Confer w/ vendors re: outstanding A/P and process Receiver's certificates (.4).	0.40	136.00
05-31-2023	DS	Osgood / Savant Review and approve sales. Update w/ team (.3).	0.30	118.50
05-31-2023	DK	Osgood / Savant Attend OAC and sales calls. Review and process contracts (1.2).	1.20	474.00
			0.30	63.00

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Page 7 of 8

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
05-31-2023	CN	Osgood / Savant Archive ACH incoming confirmation. Confer w/ AR re: verifying with online vendor account. Review and post A/R batch (.3).		
05-31-2023	AR	Osgood / Savant Process cash receipt for reimbursement from Comcast account closed (.2).	0.20	37.00
05-31-2023	NH	Osgood / Savant Review closing documents package and sales contracts, circulate for execution (.9).	0.90	261.00
05-31-2023	DB	Osgood / Savant Process Receiver's Certificate and notarize same. Process declaration for possible new receivership matter. Process escrow documents and notarize grant deed (.9).	0.90	144.00
			120.70	35,483.00
Total			120.70	35,483.00

Time Summary

Timekeeper	Hours	Amount
Alicia Rodmel	13.10	2,423.50
Cathy Garnica	1.30	344.50
Chuck Nguyen	7.60	1,596.00
David Kieffer	16.60	6,557.00
David Stapleton	1.00	395.00
Deborah Burger	4.50	720.00
Jake Diiorio	0.20	74.00
Matthew Flahive	25.00	8,500.00
Nicholas Hoffmann	49.50	14,355.00
Samuel Oster	0.60	141.00
Yenni Liang	1.30	377.00
Total		35,483.00
Activity	Hours	Amount
Osgood / Savant	120.70	35,483.00
Total Fees		35,483.00

Total for this Invoice 35,483.00



STAPLETON
GROUP

Stapleton Group
514 Via De La Valle
Ste 210
Solana Beach, CA 92075
213-235-0600
www.stapletoninc.com

June 30, 2023

Silicon Sage

Invoice Number: 6530
Invoice Period: 06-01-2023 - 06-30-2023

Time Details

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
06-01-2023	NH	Almaden PG&E meeting re: project energization (.7). Review Civil engineer's add service request and scope, circulate for approval (1.3). T/C w/ bond broker re: surety bond options. Confer w/ counsel and DK re: same (1.6). Process expenses (.3). T/C w/ E. Arevalo re: elevator lobby finishes (.6). Assess electrician change order and circulate same for approval (.8).	5.30	1,537.00
06-01-2023	DK	Almaden Review and coordinate bond and insurance. Confer w/ accounting re: status (.6). Confer w/ lender re: status and review of same. Review and coordinate DRE requirements and confer w/ NH re: same (.8).	1.40	553.00
06-01-2023	MF	Almaden Review and process funding request for approval (.4). Confer w/ NH and Suffolk re: communications from Helix and NuWood (.6).	1.00	340.00
06-01-2023	CN	Almaden Archive bank statement and perform bank reconciliation. Compare A/P invoices vs. draw request. Post and commit A/P batches for June check run (.8). Confer w/ AR re: sending check register for payments approval. Prepare cash reconciliation for June 2023 check run. Confer w/ MF and Team re: pending cash reconciliation and final approval for check run (.9).	1.70	357.00
06-01-2023	AR	Almaden Process cash receipt (.2). Process ACH payment (.3). Process payment register report (.1). Set up new vendor (.2). Process A/P (.3).	1.10	203.50
06-01-2023	YL	Almaden Review cash balance and email correspondence re: A/P. Review outgoing wire transfer (.4).	0.40	116.00
06-02-2023	AR	Almaden Confer w/ CN re: cash reconciliation (.1). Confer w/ Veronica at Salsbury Industries re: wire instructions and invoice request (.2). Process check runs (.3).	0.60	111.00
06-02-2023	MF	Almaden	0.90	306.00

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Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
		Review cash reconciliation and send approval of additional payments for A/P run (.9).		
06-02-2023	NH	Almaden Follow up on surety bond w/ broker (.7). Meeting w/ lender and counsel re: surety bond indemnification (.3). Review open change orders. T/C w/ E. Arevalo re: PG&E update, utility contractor and change orders (1.4). Meeting w/ PG&E re: site energization (.6). Meeting w/ design re: storefront (.8). T/C w/ civil engineer re: storm drain redesign and joint trench (.5). Meet w/ title re: filing renewed report and 621 procedure and review application (1.3). T/C w/ PG&E project manager and lender re: contract documentation. Complete required paperwork (.9).	6.50	1,885.00
06-02-2023	DK	Almaden Review and coordinate DRE and HOA requirements (.5). Review and coordinate budget and accounting. Review and coordinate onsite (.8).	1.30	513.50
06-05-2023	AR	Almaden Process check runs (.3). Setup template (.2) Process ACH payment (.3).	0.80	148.00
06-05-2023	DK	Almaden Review and coordinate insurance and bond. Multiple T/Cs re: same (1.2). Coordinate DRE and applications (.4).	1.60	632.00
06-05-2023	MF	Almaden Review PCOs and confer w/ NH re: pending issues (.6). Confer w/ vendors re: pending A/P and review invoices on hold (1.1).	1.70	578.00
06-05-2023	CN	Almaden Review and approve vendor setup (.1).	0.10	21.00
06-05-2023	NH	Almaden Review 621 procedure. T/C w/ title re: same. Meeting w/ DK and lender re: same (2.2). Review flooring options for common room (.4). Examine surety bond application form w/ counsel, complete and circulate for execution (.9). Analyze PG&E rule 20 contract (1.7). T/C w/ civil engineer and Suffolk re: storm drain redesign assess proposed plan (1.1) Assess site work contractors open items list (.5). Negotiate security camera vendor's proposal (.3).	7.10	2,059.00
06-06-2023	CN	Almaden Research and confer w/ YL re: confirming check positive pay exception. Review, post, commit and process A/P batches. Confer w/ AR re: printing check (.4).	0.40	84.00
06-06-2023	DK	Almaden Review and coordinate design. Confer w/ NH re: bond and onsite and confer w/ TC re: same (1.0). Coordinate accounting. Coordinate DRE (.6).	1.60	632.00
06-06-2023	MF	Almaden Review invoice questions and note for funding request (.7). Confer w/ NH re: PG&E contract, cash on hand, and funding needs (1.1). Draft response re: Suffolk credit (.6).	2.40	816.00
06-06-2023	NH	Almaden Attend design meeting and add comments to open items in Procore (.8). Source and circulate common room lighting alternatives to design team (.4). Complete surety bond application form and re 643. Confer w/ counsel and broker re: same (1.4). Review PG&E rule 20 and new service contract. Confer w/ MF and DK re: same, execute rule 20 contract and circulate funding request (2.8). Examine easement deed and irrevocable escrow instructions, execute same (1.3). Assess new concrete subcontractor pricing and execute proposal (.8).	7.50	2,175.00
06-06-2023	CG	Almaden	0.20	53.00

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
		Confer w/ MF re: upcoming funding request and billing for same (.1).		
06-06-2023	YL	Almaden Review and approve multiple positive pay for checks and ACH (.4).	0.40	116.00
06-06-2023	DB	Almaden Notarize easement deed and process escrow documents (.4).	0.40	64.00
06-06-2023	AR	Almaden Confer w/ YL re: Checks Positive Pay for FCM Law (.1). Process A/P (.3). Confer w/ MF re: payment registers for Helix and Knights Flooring (.1). Run payment registers (.2).	0.70	129.50
06-07-2023	AR	Almaden Process check run (.1). Confer w/ Tricia at Penhall re: payment (.1). Confer w/ MF re: incoming funds (.2). Process A/P (.4).	0.80	148.00
06-07-2023	NH	Almaden Attend OAC meeting (.8). Meeting re: Storm drain and joint trench redesign, review submittal to City (1.3). T/C w/ DK and lender re: surety bond (.3). Research alternatives to surety bond and mechanism for release of security (1.1). Meeting w/ lender re: bond alternatives (.4). Examine PG&E contracts, circulate funding approval and payment instructions (1.2). Correspond with title re: outstanding DRE resubmittal requirements (.7). Investigate defaulted surety bond and collections history (.6).	6.40	1,856.00
06-07-2023	DK	Almaden Review and coordinate onsite and attend OAC. Confer w/ NH re: onsite, bond and DRE (.9). Confer w/ lender re: bond and review w/ counsel. Confer w/ accounting re: status (.9).	1.80	711.00
06-07-2023	CN	Almaden Review, post, commit and process A/P batch (.3).	0.30	63.00
06-07-2023	MF	Almaden Compile new invoices for pending funding request and confer w/ accounting re: additional invoices needed (1.2). Confer w/ NH and process payment for PG&E contract (.4).	1.60	544.00
06-07-2023	YL	Almaden F/u w/ CN re: unpaid legal fee invoices (.3).	0.30	87.00
06-08-2023	YL	Almaden Provide status update to MF re: legal fee payments (.1).	0.10	29.00
06-08-2023	MF	Almaden Compile additional invoices and forward funding request template and details to CG for preparing (1.3). Confer w/ NH and Erick re: PG&E, GWT, Helix, and AGA PCOs (.4).	1.70	578.00
06-08-2023	NH	Almaden Review open change orders and project schedule updates. T/C w/ E. Arevalo re: same (1.9). Revise surety bond application, circulate for execution and resubmit (.9). Examine fitness room design, source equipment vendor and quote (1.6). Process expenses (.6).	5.00	1,450.00
06-08-2023	CN	Almaden Research legal payments for Q2 and Q3 2022 per court approval. Confer w/ AR re: processing Q2 and Q3 2022 legal fee. T/C w/ AR re: same. Confer w/ YL re: confirming no payments processed. Follow up w/ MF re: Q4 2022 legal fee (.6). Review, post and commit A/P batch. Confer w/ AR re: printing check (.3).	0.90	189.00

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
06-08-2023	DK	Almaden Review and coordinate onsite and bond. Confer w/ NH re: same. Coordinate status of DRE (.9).	0.90	355.50
06-08-2023	CG	Almaden Review invoices and lien waivers and update funding request tracker w/ same. Update files w/ same. Confer w/ MF re: status (1.2).	1.20	318.00
06-08-2023	AR	Almaden Process A/P (.9). Process check run (.2).	1.10	203.50
06-09-2023	AR	Almaden Process A/P (1.0). Confer w/ MF re: PGE invoice (.1). Set up new vendor (.2). Process cash receipts (.2). Confer w/ MF re: payment for city inspection hours (.1). Confer w/ DK re: approval for same (.1)	1.70	314.50
06-09-2023	DB	Almaden Process PG&E documents and prepare certified mail for same (.3).	0.30	48.00
06-09-2023	NH	Almaden T/C w/ PG&E PM re: contract execution and payment. T/C w/ contracting depart re: payment plans. T/C w/ electrical designer re: applicant costs. Execute and pay new service contract (2.6). T/C w/ lender and construction manager re: PG&E update (.4). T/C w/ Utilities contractor re: PG&E coordination (.5). Meet w/ City and civil engineer re: storm drain redesign (.6). Review surety bond alternatives and circulate email re: posting HOA security. Confer w/ DK re: same. T/C w/ lender and counsel re: same (1.7). Examine common room finishes and circulate flooring decision (.4). T/C w/ smoke curtain vendor re: project delays (.3).	6.50	1,885.00
06-09-2023	CN	Almaden Confer w/ YL and AR re: positive pay exception. T/C w/ YL re: same. Reconcile cash balance as of 06/09/2023. Confer w/ YL re: same (.6). T/C w/ AR re: new vendor setup. Review and approve vendor set up. Review and post A/R batch (.3).	0.90	189.00
06-09-2023	MF	Almaden Finalize and submit funding request to ACRES (1.1).	1.10	374.00
06-09-2023	YL	Almaden Review and approve positive pay. Confer w/ CN and AR re same (.4).	0.40	116.00
06-09-2023	JD	Almaden Confer w/ MF re: cash collateral for bond (.1).	0.10	37.00
06-09-2023	DK	Almaden Review and coordinate bond and requirements for same. Review and coordinate accounting. Review and coordinate DRE. Review and coordinate on site (1.4).	1.40	553.00
06-12-2023	NH	Almaden Meeting re: smoke curtain install detail, circulate for design team approval (1.2). Circulate approval for cashier's check. T/C w/ lender re: same and discuss DRE submissions w/ title (1.6). Follow up w/ PG&E re: contract execution, payment receipt and crew scheduling (.7). Review storm drain city submittal package (.9).	4.40	1,276.00
06-12-2023	JD	Almaden Confer w/ team re: check for cash collateral for bond, visit bank to obtain same (.3).	0.30	111.00
06-12-2023	DK	Almaden Review and coordinate bond and DRE. Review and coordinate budget (.9).	0.90	355.50

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Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
06-12-2023	YL	Almaden Review and approve various positive pay (.5). Review various outgoing ACH transfers for payroll. Confer w/ team re: cashier's check for Old Republic Title Company (1.0).	1.50	435.00
06-12-2023	MF	Almaden Review details re: HOA bond funding and advise re: processing cashier's check for same (.6). Confer w/ Erick and NH re: PCOs (.4). Respond to vendor inquiries re: payment status (.3).	1.30	442.00
06-12-2023	CN	Almaden Review bank activity and archive bank balance. Perform mid-month cash reconciliation (.7). Archive bank confirmations. Review, revise, post and process A/P and A/R batches (.5)	1.20	252.00
06-12-2023	DB	Almaden Process incoming mail (.1).	0.10	16.00
06-12-2023	AR	Almaden Confer w/ YL re: ACH Positive Pay (.1). Process ACH payments (.6). Process cash receipt (.2). Confer w/ MF and NH re: cashiers check purchase (.1). Process A/P (.2).	1.20	222.00
06-13-2023	AR	Almaden Process A/P (.9). Confer w/ YL re: positive pay. (.1).	1.00	185.00
06-13-2023	CN	Almaden Research and confer w/ YL re: check positive pay exception. Review, post, commit and process A/P batch (.6).	0.60	126.00
06-13-2023	MF	Almaden Review details and confer w/ NH re: PCOs and COs to approve (.8).	0.80	272.00
06-13-2023	DK	Almaden Review and coordinate onsite. Review and coordinate accounting. Review and coordinate DRE. Review and coordinate bond and confer w/ NH re: same (1.1).	1.10	434.50
06-13-2023	NH	Almaden Design meeting and closeout open items in Procore (1.4). Review and execute bond application form. T/C w/ lender re: same (1.7). T/C w/ title re: DRE review process and timeline (.4). T/C w/ property manger re: HOA dues reconciliation. Confer w/ MF re: same (1.1). Examine PG&E inspection notes w/ Suffolk, discuss newt steps (.8). Assess and circulate list of plumbers COR for approval (.9). Analyze architect's contract (.6). Follow up on signage package submittal (.5).	7.40	2,146.00
06-13-2023	YL	Almaden Review and approve positive pay (.3).	0.30	87.00
06-13-2023	DB	Almaden Notarize surety bond for HOA (.2).	0.20	32.00
06-14-2023	AR	Almaden Process ACH payment (.3). Process A/P (1.2). Confer w/ MF re: backup for payment (.1).	1.60	296.00
06-14-2023	NH	Almaden Update on surety bond, execute bond and circulate to title. T/C w/ lender re: same (1.8). Attend OAC meeting, follow up action items from meeting (1.7). Prepare unit repair spreadsheet. Attend sales meeting (1.9). Create timeline of PG&E project events. Meeting w/ Suffolk re: PG&E schedule delays and subcontractor issue (2.2). Assist title with submittal package to DRE (1.2).	8.80	2,552.00

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
06-14-2023	MF	Almaden Confer w/ NH re: budget available for COs (.6). Review funding request inquiries and compile details for response (1.6). Review PG&E cost details and other invoice inquiries, then coordinate w/ accounting for supporting details (1.2).	3.40	1,156.00
06-14-2023	DK	Almaden Review and coordinate bond and DRE requirements. Review and coordinate accounting (.6). Review of PGE and confer w/ NH re: same. Attend OAC and review of onsite (.8).	1.40	553.00
06-14-2023	YL	Almaden Review and post outgoing wire transfer (.3).	0.30	87.00
06-14-2023	CN	Almaden Review, post and process A/P batches (.3).	0.30	63.00
06-15-2023	NH	Almaden Almaden sales process meeting (.7). Review cut sheet and T/C w/ architect re: pool shed drain model (.8). T/C w/ accounting re: cashier's check return re: surety bond (.4). T/C w/ cabinetry subcontractor re: pricing proposal (.3). Review architect's invoices, provide analysis on current architectural spend vs. industry averages (1.7). T/C w/ smoke curtain installer re: coordinating work w/ other subcontractors and schedule delays (.6).	4.50	1,305.00
06-15-2023	JD	Almaden Updates w/ team re: solution for bond increase. Visit bank to deposit cashier's check (.4).	0.40	148.00
06-15-2023	DK	Almaden Review and coordinate sales. Review and coordinate accounting. Review and coordinate DRE (1.1).	1.10	434.50
06-15-2023	MF	Almaden Conf. call w/ YL and MS re: lien waiver schedule and updating same (.8). Respond to additional funding and vendor inquires along with future costs of various services (.6). Confer w/ NH re: CO updates (.3).	1.70	578.00
06-15-2023	MLS	Almaden Meeting w/ MF and YL re: lien waivers. Review and update lien waivers (3.8).	3.80	950.00
06-15-2023	AR	Almaden Process A/P (3.3). Confer w/ NH re: Old Republic Title Company cashiers check (.1). Confer w/ YL re: same (.1).	3.50	647.50
06-15-2023	YL	Almaden T/C w/ AR and CNB re: returned cashier check from Old Republic Title. Provide status update to NH re: same. MS Teams meeting w/ MF and MS re: conditional and unconditional waivers (1.1). Review and approve various positive pay (.4).	1.50	435.00
06-16-2023	AR	Almaden Process A/P (3.8).	3.80	703.00
06-16-2023	MF	Almaden Review funding variance and details of same (.6). Process invoice approvals, make payment of same, and forward details to accounting (1.6). Confer w/ MS re: lien waivers and questions re: backup details (.4). Confer w/ Erick re: Lynn Safety contract and review CO updates (.8).	3.40	1,156.00
06-16-2023	MLS	Almaden Meeting w/ MF re: lien waivers (.3).	0.30	75.00

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
06-16-2023	NH	Almaden Debrief w/ lender and construction manager re: PG&E crew availability and transformer procurement. Review PG&E action items list (1.3). Examine schedule update and construction sequencing (1.4). Review pre type public report (1.2). Compile PG&E timeline and project delay backup (1.6). Coordinate travel for site visit (.4).	5.90	1,711.00
06-16-2023	DK	Almaden Review and coordinate DRE and HOA. Review and coordinate accounting (1.1).	1.10	434.50
06-19-2023	DK	Almaden Review and coordinate DRE and sale. Review of accounting (.8).	0.80	316.00
06-19-2023	NH	Almaden Travel to SJC for site visit, billed 50% of time (1.6). Check in w/ counsel re: pre-type Public Report. Review, circulate to title for approval and execute (1.2). Review amended public report (.6). T/C w/ E. Arevalo re: project updates, review critical path items (1.1). Onsite review (1.7).	6.20	1,798.00
06-19-2023	MLS	Almaden Review and update lien waivers (1.8).	1.80	450.00
06-19-2023	MF	Almaden Review updates re: drywall and electrical COs (.4). Confer w/ vendors re: invoice processing and coordinate w/ accounting re: new invoices submitted (.8).	1.20	408.00
06-19-2023	CN	Almaden Confer w/ AR re: revising back up. Review, post and process A/P batches (.9).	0.90	189.00
06-19-2023	AR	Almaden Process ACH payment (.3). Process A/P (.6).	0.90	166.50
06-20-2023	AR	Almaden Confer w/ YL re: email about positive pay (.1). Confer w/ YL re: ACH payment to Gomez Glass (.1). Confer w/ MH re: same (.1): Confer w/ MF re: same (.1). Confer w/ YL re: procedures (.1). Run general ledger and send to MF (.1).	0.60	111.00
06-20-2023	NH	Almaden Compile list of PG&E project related expenses and delays (1.7). Circulate Public report w/ DRE counsel. Revisions to in house counsel to examine. T/C w/ counsel re: same (1.1). T/C w/ title re: acquiring updated Natural Hazards Report (.4). Analyze paint subcontractors June invoicing. T/C w/ MF re: same (.8). Review outstanding CO's circulate for execution (1.3). T/C w/ DK re: Public Report and PG&E update (.2). Provide comment's on reinstated 3rd amendment revisions (.9).	6.40	1,856.00
06-20-2023	YL	Almaden Review and approve various positive pay (.2).	0.20	58.00
06-20-2023	YL	Almaden Confer w/ MF re: auto draft process and approval (.4).	0.40	116.00
06-20-2023	DK	Almaden Review and coordinate onsite and DRE requirements. Confer w/ NH re: status (.8). Review of PG&E and coordinate same (.3).	1.10	434.50
06-20-2023	MF	Almaden Review pending budget updates and request reports needed (.4). Confer w/ NH and review statuses of PCOs (.6). Review pending expenditures and coordinate w/ accounting for approval/payment of same (.8).	1.80	612.00

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
06-21-2023	MF	Almaden Review COs and update budget files (2.1). Communications re: CO questions and circulate for approval (1.2).	3.30	1,122.00
06-21-2023	CN	Almaden Review, post and process A/P batches (.3).	0.30	63.00
06-21-2023	DK	Almaden Review and coordinate PG&E and onsite. Review and coordinate DRE (.8).	0.80	316.00
06-21-2023	YL	Almaden Review and approve various positive pay (.3).	0.30	87.00
06-21-2023	YL	Almaden Confer w/ team re: invoice to pay (.3).	0.30	87.00
06-21-2023	NH	Almaden Attend design team meeting, closeout open items in Procore (1.4). Attend OAC meeting, create list for meeting follow up items (1.3). Attend sales meeting (.6). T/C w/ lender re: 3rd amendment, public report and PG&E meeting (.3). T/C w/ E. Arevalo re: storm drain and joint trench contractor (.3). Coordinate approval and execution of reinstated 3rd amendment, circulate to title (.8). Follow up w/ counsel re: revision to public report pre type (.7). Send lender site photos for updated marketing content (.5). Site walk re: PG&E rule 20 work, level 1-5 unit incomplete items list, common area lighting layout, elevator lobbies, storefront and west elevation storm drain repairs (4.9).	10.80	3,132.00
06-21-2023	CG	Almaden Confer w/ MF re: releases update (.1).	0.10	26.50
06-21-2023	DB	Almaden Process third amendment to declaration establishing a condo plan and notarize same (.3).	0.30	48.00
06-22-2023	NH	Almaden Pre budget PCO review meeting (1.1). PG&E onsite meeting and site walk (1.7). Budget meeting w/ lender (1.2). T/C w/ DK re: PG&E meeting recap (.2). Site walk re: remaining stucco scope and perimeter site work (1.8). T/C w/ MF and construction manager re: stucco subcontractor's outstanding invoices and site mobilization (.7). Coordinate recording of reinstated 3rd amendment w/ title (.4). Return travel from SJC at 50% of time (1.6).	8.70	2,523.00
06-22-2023	DK	Almaden Review and coordinate accounting. Review and coordinate PG&E and confer w/ NH re: same (1.2). Review and coordinate DRE (.4).	1.60	632.00
06-22-2023	MLS	Almaden Review and update lien waivers (1.8).	1.80	450.00
06-22-2023	YL	Almaden Confer w/ MF re: GLs (.2).	0.20	58.00
06-22-2023	CN	Almaden Prepare general ledger YTD. Confer w/ MF re: incomplete ledger for June 2023. Review, post, commit and process A/P batches. T/C w/ AR re: duplicate recording (2.2).	2.20	462.00
06-22-2023	AR	Almaden Confer w/ MF re: City of San Jose (.1). Confer w/ DK re: approval on payment to City of San Jose (.1).	0.20	37.00

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
06-22-2023	MF	Almaden Reconcile GL to budget and update recurring costs thru 5/31/23 as well as cost to complete budget (4.6). Budget prep call (1.2). Conf. call w/ lender re: budget updates (.9).	6.70	2,278.00
06-23-2023	AR	Almaden Teams meeting w/ MS re: conditional waivers schedule (.3).	0.30	55.50
06-23-2023	YL	Almaden MS Teams meeting w/ MF and MS re: invoices, lien waivers and invoice register (1.0).	1.00	290.00
06-23-2023	MF	Almaden Confer w/ team, draft response re: Trencore payment inquiry, and conf. call w/ Trencore representatives re: reasons for withholding payment (1.4). Coordinate w/ accounting re: payment processing and circulate approval for Trencore payment (.7). Meeting w/ MS re: monthly A/P process and sorting (.8).	2.90	986.00
06-23-2023	MLS	Almaden Confer w/ AR re: lien waiver schedule (.3).	0.30	75.00
06-23-2023	MLS	Almaden Review and update lien waivers (2.8).	2.80	700.00
06-23-2023	NH	Almaden Storm drain revision meeting. T/C w/ GC and lender re: scope completion strategy (1.3). Sales team meeting (.6). PG&E weekly recap meeting (.4). T/C w/ construction team re: stucco subcontractor and utility subcontractor scheduling (.4). T/C w/ lender and counsel re: Almaden closings (.2). Review construction sequencing (1.6).	4.50	1,305.00
06-26-2023	AR	Almaden Process A/P (.3). Process check run (.1).	0.40	74.00
06-26-2023	NH	Almaden Review and circulate 621 procedure forms and application (.9). T/C w/ lender re: public report update and 621 procedure. T/C w/ title re: same (.7). Disperse outstanding title invoices (.2) Follow up w/ title re: White report issuance (.6). Examine fitness center equipment proposal (.8). Pursue PG&E inspection update (.7).	3.90	1,131.00
06-26-2023	YL	Almaden T/C w/ IT to troubleshoot issue with outlook folder and adding several new users for the email address. Provide status update to MF (.8).	0.80	232.00
06-26-2023	MF	Almaden Confer w/ NH and vendors re: COs for fitness equipment and drywall (.4). Work through contract disputes re: Trencore and Vintage (1.1). Coordinate w/ accounting to process payments and approvals (.6).	2.10	714.00
06-26-2023	MLS	Almaden Review and update lien waivers	3.00	750.00
06-26-2023	CN	Almaden Review, post, commit, and post A/P batches. Confer w/ AR re: check run and verifying mailing address before mailing (.4).	0.40	84.00
06-27-2023	MLS	Almaden Review and update lien waivers (.5).	0.50	125.00

Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
06-27-2023	MF	Almaden Confer w/ vendors re: Vintage and Knights Flooring disputes (.6).	0.60	204.00
06-27-2023	NH	Almaden Buildout sales and closing documents shared file (2.6). Review flooring subcontractors remaining scope and durations for sequencing (.8). T/C w/ MF and EA re: stucco subcontractor's remaining scope and payment strategy (.6). Follow up w/ PG&E re: inspection dates(.4). Examine and circulate bike room and fitness room equipment layout (1.2).	5.60	1,624.00
06-27-2023	AR	Almaden Process A/P (.2).	0.20	37.00
06-28-2023	AR	Almaden Process ACH payments (.6).	0.60	111.00
06-28-2023	YL	Almaden Review request and approval to pay permit fees (.2).	0.20	58.00
06-28-2023	NH	Almaden Attend design team meeting, review and closeout open items Procore (1.3). Attend OAC meeting and create follow up action item list (1.1). T/C w/ construction manger re: stucco completion site walk and PG& E work (.8). Confer w/ DK re: PG&E update and subcontractor inspection conflict (.3). Source replacement subcontractor for wet utility work (.7).	4.20	1,218.00
06-28-2023	DK	Almaden Review and coordinate DRE. Review and coordinate onsite and confer w/ NH re: same (.9). Review and coordinate accounting (.5).	1.40	553.00
06-28-2023	MLS	Almaden Review and update lien waivers (.4).	0.40	100.00
06-28-2023	MF	Almaden Confer w/ subs and NH re: Trencore and Vintage settlements (.6). Process Receiver's cert (.2).	0.80	272.00
06-29-2023	MF	Almaden Discussion w. NH re: status of Trencore and Vintage (.4). Process executed Receiver's certs and forward scans (.2).	0.60	204.00
06-29-2023	DS	Almaden Detailed review w/ DK and NH re: Suffolk, timing, cash flow, etc (.5).	0.50	197.50
06-29-2023	NH	Almaden Construction schedule review meeting. T/C w/ E. Arevalo re: durations and sequencing (1.4). Sales document meeting re: Docusign upload (1.1) Review, request approval and execute outstanding CO's (1.3). Update PCO log tracking sheet (1.2). Examine and acquire signatures on PG&E easement document (.7).	5.70	1,653.00
06-29-2023	DK	Almaden Review and coordinate onsite. Review and coordinate accounting (.8). Review and coordinate DRE requirements (.4).	1.20	474.00
06-29-2023	DB	Almaden Process and notarize receiver's certificate and change orders (.6). Notarize easement deed (.3).	0.90	144.00

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Date	Timekeeper	Activity	Hours	Amount
<u>Almaden</u>				
06-29-2023	AR	Almaden Confer w/ DK re: Trencore invoice payment (.1). Process A/P (.1).	0.20	37.00
06-30-2023	DK	Almaden Review and coordinate status. Coordinate accounting. Review of DRE (.8).	0.80	316.00
06-30-2023	CN	Almaden Archive incoming and outgoing confirmations. Review and approve vendor setup. T/C w/ AR re: coding GL. Review, post and commit A/P batches. Confer w/AR re: check run and recording incoming/outgoing transactions (.8).	0.80	168.00
06-30-2023	CN	Almaden Review and archive bank balance and activity. Reconcile cash balance (.5).	0.50	105.00
06-30-2023	NH	Almaden T/C w/ E. Arevalo re: site cleanup and garage (.3). Meeting w/ PG&E re: project status update. T/C w/ lender re: inspection dates and debrief w/ constructions manager (1.2). Review utility contractors scope and durations for storm drain repair, meeting re: same. Examine previously billed work. T/C w/ E. Arevalo re: supplemental man power and confer w/ MF re: previous invoices (2.7). Process order for common area BBQ (.3). Examine schedule updates (.6). Assess city's revisions on storm drain submittal and coordinate permit fees (.7).	5.80	1,682.00
06-30-2023	AR	Almaden Confer w/ MF re: urgent matters and Epic (.2). Process A/P (.9).	1.10	203.50
06-30-2023	MF	Almaden Coordinate approvals to pay Old Republic fees and urgent bond invoices (.8). Confer w/ NH re: PCOs for MCH, BKF, and amenity FF&E acquisition (.6).	1.40	476.00
06-30-2023	MLS	Almaden Review and update lien waivers (.9).	0.90	225.00
			265.90	77,574.50
Total			265.90	77,574.50

Time Summary

Timekeeper	Hours	Amount
Alicia Rodmel	22.40	4,144.00
Cathy Garnica	1.50	397.50
Chuck Nguyen	11.50	2,415.00
David Kieffer	23.30	9,203.50
David Stapleton	0.50	197.50
Deborah Burger	2.20	352.00
Jake Diiorio	0.80	296.00
Marc Sable	15.60	3,900.00
Matthew Flahive	42.40	14,416.00
Nicholas Hoffmann	137.10	39,759.00
Yenni Liang	8.60	2,494.00
Total		77,574.50
Activity	Hours	Amount
Almaden	265.90	77,574.50
Total Fees		77,574.50

Total for this Invoice 77,574.50



STAPLETON
GROUP

Stapleton Group
514 Via De La Valle
Ste 210
Solana Beach, CA 92075
213-235-0600
www.stapletoninc.com

June 30, 2023

Silicon Sage

Invoice Number: 6531
Invoice Period: 06-01-2023 - 06-30-2023

Time Details

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
06-01-2023	MF	Osgood / Savant Review and process funding request for approval (.4). Perform large reconciliation of the construction budget including draw versus actual spend, Owner's HOA liability, retention reconciliation, and adjustment of budget line items to actual contract spend (8.3).	8.70	2,958.00
06-01-2023	AR	Osgood / Savant Process cash receipt (.2). Process ACH payment (.3). Process payment register report (.1).	0.60	111.00
06-01-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed (.4).	0.40	64.00
06-01-2023	YL	Osgood / Savant Review and approve positive pay. Review email correspondences re: incoming funds and A/P process. Review outgoing wire transfer (.5).	0.50	145.00
06-01-2023	CN	Osgood / Savant Archive bank statement and perform bank reconciliation. Compare A/P invoices vs. draw request. Post and commit A/P batches for June check run (.7). Confer w/ AR re: sending check register for payments approval. Prepare cash reconciliation for June 2023 check run. Confer w/ MF and Team re: pending cash reconciliation and final approval for check run (.7).	1.40	294.00
06-01-2023	DK	Osgood / Savant Review and coordinate sales docs. Review and coordinate HOA (.8).	0.80	316.00
06-01-2023	NH	Osgood / Savant Review HOA dues collected and closed units by month for HOA reconciliation (.9). Circulate repairs list to GC for unit repairs (1.1). Examine closing documents packages and circulate for execution (.8). Process expenses (.3). Organize closing documents shared folder (.7).	3.80	1,102.00
06-02-2023	YL	Osgood / Savant Review email correspondences re: legal fee invoices (.2).	0.20	58.00

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Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
06-02-2023	AR	Osgood / Savant Confer w/ MF re: PGE last payment (.1). Process A/P (.9). Process check runs (.2). Confer w/MF re: Sunny HVAC & Appliance Repair payment (.1).	1.30	240.50
06-02-2023	MF	Osgood / Savant Review cash reconciliation and send approval of final payments for A/P run (.4). Confer w/ Acres re: budget updates and remaining cash needs (.4). Confer w/ HOA manager and NH re: HOA related expenses (.3).	1.10	374.00
06-02-2023	NH	Osgood / Savant Meeting w/ lender and counsel re: PSA cancellations (.3). T/C w/ civil engineer re: public works closeout (.4). Review PG&E bills and reconcile owner's units (1.3).	2.00	580.00
06-02-2023	DK	Osgood / Savant Review and coordinate sales and HOA management (.8).	0.80	316.00
06-05-2023	YL	Osgood / Savant Review and approve multiple positive pay (.4).	0.40	116.00
06-05-2023	AR	Osgood / Savant Process check runs (.3). Setup template (.2). Process ACH payment (.3).	0.80	148.00
06-05-2023	DK	Osgood / Savant Review and coordinate sales and HOA (.6).	0.60	237.00
06-05-2023	MF	Osgood / Savant Draft funding table for remaining project liabilities (1.4). Review invoice details and forward to comments to accounting re: retention payments (.3).	1.70	578.00
06-05-2023	CN	Osgood / Savant Review A/P batch. Confer w/ AR re: approval needed (.3).	0.30	63.00
06-05-2023	NH	Osgood / Savant Organize closing documents packages in shared folder (.7).	0.70	203.00
06-06-2023	CN	Osgood / Savant Review, post and process A/P batches (.8).	0.80	168.00
06-06-2023	MF	Osgood / Savant Respond to inquiry re: HOA dues and funding (.3). Confer w/ accounting re: pending retention payments (.3). Draft response re: Suffolk credit (.3).	0.90	306.00
06-06-2023	DK	Osgood / Savant Coordinate sales and review of documents. Coordinate HOA and onsite requirements (.8).	0.80	316.00
06-06-2023	AR	Osgood / Savant Process A/P (.7).	0.70	129.50
06-06-2023	NH	Osgood / Savant Review buyers' inspection punch lists (.6). Confer w/ MF re: retention payments and credits (.4).	1.00	290.00
06-06-2023	CG	Osgood / Savant	0.10	26.50

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
		Confer w/ MF re: upcoming funding request and billing for same (.1).		
06-07-2023	AR	Osgood / Savant Process A/P (.4).	0.40	74.00
06-07-2023	DK	Osgood / Savant Review and coordinate sale and marketing and review of documents (.5). Coordinate w/ agent and T/C re: status. Review of HOA (.6).	1.10	434.50
06-07-2023	NH	Osgood / Savant Attend sales meeting (.4). Review homeowner repairs and circulate (.8). Examine Sales contracts, submit pricing for approval, execute (1.1).	2.30	667.00
06-07-2023	CN	Osgood / Savant Review, post, commit and process A/P batches. Confer w/ AR re: check run (.8).	0.80	168.00
06-07-2023	MF	Osgood / Savant Compile new invoices for pending funding request and confer w/ accounting re: additional invoices needed (.6).	0.60	204.00
06-08-2023	MF	Osgood / Savant Forward funding request template and details to CG for preparing (.3).	0.30	102.00
06-08-2023	CN	Osgood / Savant Research legal payments for Q2 and Q3 2022 per court approval. Confer w/ AR re: processing Q2 and Q3 2022 legal fee. T/C w/ AR re: same. Confer w/ YL re: confirming no payments processed. Follow up w/ MF re: Q4 2022 legal fee (.6). Review, post and commit A/P batch. Confer w/ AR re: printing check (.3).	0.90	189.00
06-08-2023	NH	Osgood / Savant Examine homeowner punch walk repairs circulate to GC (1.8). Request May invoices from GC (.2). Assess Sales Simplicity renewal contract and licenses (.4). Follow up w/ title for comments on motion cancelling 13 PSA's (.3).	2.70	783.00
06-08-2023	AR	Osgood / Savant Process A/P (1.2). Process ACH payment (.3). Process check runs (.2).	1.70	314.50
06-08-2023	DK	Osgood / Savant Review and coordinate sales. Review and coordinate motion and confer w/ counsel re: same (.8).	0.80	316.00
06-08-2023	CG	Osgood / Savant Review invoices and lien waivers and update funding request tracker w/ same. Update files w/ same. Confer w/ MF re: status (1.2).	1.20	318.00
06-09-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed. Process declaration for motion re: rejection (.6).	0.60	96.00
06-09-2023	NH	Osgood / Savant Review motion to cancel 13 contracts and titles requirements. Circulate motion for execution (.7). Examine closing documents package and circulate same for signature (.6). Assess general contractors May invoice and extrapolate cost to complete (1.1). Coordinate appliance repairs (.4).	2.80	812.00
06-09-2023	MF	Osgood / Savant Finalize and submit funding request to ACRES (.3).	0.30	102.00

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
06-09-2023	DK	Osgood / Savant Review and coordinate sale and document related to same (.8).	0.80	316.00
06-12-2023	DK	Osgood / Savant Review and coordinate sales and review and process contracts (.7).	0.70	276.50
06-12-2023	NH	Osgood / Savant Follow up w/ property manager re: ev charger payment app integration, property updates, assessment reconciliation and fitness room repairs (.8). Review sales team subscription renewal contracts and prepare for renewal (1.1). Contact Best Buy re: appliance warranty claims process (1.2).	3.10	899.00
06-12-2023	CN	Osgood / Savant Review bank activity and archive bank balance (.2). Archive bank confirmations. Review, post, commit and process A/P batch (.3).	0.50	105.00
06-12-2023	AR	Osgood / Savant Process A/P (.1).	0.10	18.50
06-13-2023	DB	Osgood / Savant Process escrow documents and notarize grant deed (.4).	0.40	64.00
06-13-2023	MF	Osgood / Savant Confer w/ NH and HOA manager re: expense offsets (.4).	0.40	136.00
06-13-2023	DK	Osgood / Savant Review of contracts and coordinate signing same (.8).	0.80	316.00
06-13-2023	NH	Osgood / Savant Review closing documents package, sales contracts and circulate for execution (1.4).	1.40	406.00
06-14-2023	AR	Osgood / Savant Process A/P (.5).	0.50	92.50
06-14-2023	NH	Osgood / Savant Review and circulate PSA's to execute (.8).	0.80	232.00
06-14-2023	MF	Osgood / Savant Confer w/ NH re: accounts to review for HOA dues offsetting expenses (.4). Respond to vendors and review pending costs (.6).	1.00	340.00
06-14-2023	DK	Osgood / Savant Attend OAC. T/C and confer w/ sales and lender re: status and marketing (.8). Review of files re: sales (.3).	1.10	434.50
06-15-2023	DK	Osgood / Savant Review and coordinate marketing. T/C w/ lender and agent re: sales (.8).	0.80	316.00
06-15-2023	AR	Osgood / Savant Process A/P (.3).	0.30	55.50
06-15-2023	NH	Osgood / Savant Examine closing statements and circulate for execution (.7). Request invoice backup from vendor and circulate appliance repair invoices for payment (.6). Reconcile and circulate HVAC vendors invoices for unit repairs (.8).	3.00	870.00

Thank you for trusting Stapleton Group, we appreciate your business.

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
		Review and update unit repairs tracker (.9).		
06-16-2023	NH	Osgood / Savant Review counsel's PSA addendum on 13 uncanceled contract units (1.1).	1.10	319.00
06-16-2023	DK	Osgood / Savant Review and coordinate contracts re: sales (.8).	0.80	316.00
06-16-2023	AR	Osgood / Savant Confer w/ YL re: check positive pay (.1). Confer w/ MA re: same (.1). Confer w/ MA re: process(.1).	0.30	55.50
06-16-2023	AR	Osgood / Savant Process A/P (1.5).	1.50	277.50
06-16-2023	MF	Osgood / Savant Review vendor inquiries and remaining costs to be funded (.6).	0.60	204.00
06-19-2023	DB	Osgood / Savant Process incoming mail (.2).	0.20	32.00
06-19-2023	AR	Osgood / Savant Process A/P (1.3).	1.30	240.50
06-19-2023	DK	Osgood / Savant Review and coordinate sale and documents related to same (.6).	0.60	237.00
06-20-2023	DK	Osgood / Savant Review of HOA and sales and coordinate same (.8).	0.80	316.00
06-20-2023	AR	Osgood / Savant Run general ledger report (.1).	0.20	37.00
06-20-2023	CN	Osgood / Savant Review check positive pay exception. Confer w/ YL re: confirming payment (.1).	0.10	21.00
06-20-2023	NH	Osgood / Savant Review Blackwell retention invoices and remaining scope (.9). Assess AT&T fiber issue at Osgood unit, circulate to electrician (.8).	1.70	493.00
06-21-2023	NH	Osgood / Savant Review addendum to PSA, provide revisions, circulate for approval (.9). Request soils report from Geotech engineer (.2). Examine and circulate invoices from security vendor at Osgood (.4).	1.50	435.00
06-21-2023	CG	Osgood / Savant Confer w/ MF re: releases update (.1).	0.10	26.50
06-21-2023	DB	Osgood / Savant Process addendum to purchase agreement (.2).	0.20	32.00
06-21-2023	MF	Osgood / Savant Update retention tracker and sort new files received (1.2).	1.20	408.00

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Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
06-21-2023	DK	Osgood / Savant Review and coordinate marketing (.6).	0.60	237.00
06-22-2023	DK	Osgood / Savant Review and coordinate sales (.6).	0.60	237.00
06-22-2023	AR	Osgood / Savant Process A/P (.3).	0.30	55.50
06-22-2023	MF	Osgood / Savant Conf. call w/ lender re: budget updates (.3). Update budget files for security and earthquake insurance (.4).	0.70	238.00
06-22-2023	CN	Osgood / Savant Prepare general ledger YTD. Confer w/ MF re: incomplete ledger for June 2023. Review and archive electronic payments confirmations (.5).	0.50	105.00
06-22-2023	NH	Osgood / Savant Site visit re: unit 232 floor sloping issues, fitness room repairs and AT&T conduit issue (1.6).	1.60	464.00
06-22-2023	YL	Osgood / Savant Confer w/ MF re: lien waiver (.3).	0.30	87.00
06-22-2023	CG	Osgood / Savant Confer w/ MF and YL re: unconditional liens (.2).	0.20	53.00
06-23-2023	MF	Osgood / Savant Confer w/ Acres re: remaining funding calculation (.4). Confer w/ MS re: collecting unconditional lien waivers (.3).	0.70	238.00
06-23-2023	NH	Osgood / Savant Circulate parking spot layout map to sales team (.3). Assess MLS license renewal and process to get account current (.7). Review outstanding HOA items (.8). Update and organize homeowner's repairs list (1.1). Revise closing documents shared folder (.9).	3.80	1,102.00
06-23-2023	AR	Osgood / Savant Process A/P (.3). Confer w/ YL re: funds from lender (.1). Confer w/ MF re: same (.1). Process check run (.1). Confer w/ YL re: posted batch (.1).	0.70	129.50
06-23-2023	YL	Osgood / Savant Confer w/ AR re: funding. Review, post and commit accounts payable batch (.4).	0.40	116.00
06-23-2023	MLS	Osgood / Savant Meeting w/ YL and MF re: lien waivers and invoices (.8).	0.80	200.00
06-26-2023	AR	Osgood / Savant Process A/P (.6).	0.60	111.00
06-26-2023	NH	Osgood / Savant T/C w/ property manager re: HOA items and AT&T conduit repair (.4). Review EV charger plans for lender (.6). Correspond w/ Sales Simplicity re: outstanding invoices (.7). Examine sewer bills and entity for project (.3). Assess homeowner inspection reports, coordinate repairs w/ GC (.9).	2.90	841.00
06-26-2023	MF	Osgood / Savant	0.30	102.00

Date	Timekeeper	Activity	Hours	Amount
<u>Osgood / Savant</u>				
		Confer w/ NH re: homeowner repair bills and budgets (.3).		
06-27-2023	MF	Osgood / Savant Process approval for sales team software license (.2).	0.20	68.00
06-27-2023	NH	Osgood / Savant Coordinate AT&T conduit repair (1.3). Circulate approval for sales software license purchase and execute payment to get account current (.7). Procure required documents for unit inspection (.8).	2.80	812.00
06-28-2023	AR	Osgood / Savant Confer w/ NH re: ATT (.1). Process A/P (.5).	0.60	111.00
06-28-2023	MF	Osgood / Savant Process Receiver's cert (.2).	0.20	68.00
06-28-2023	NH	Osgood / Savant Coordinate HVAC repairs w/ homeowner (.8). Attend sales team meeting and follow up items (1.2). Unit punch list repair cost reconciliation (1.9). Cancel flood insurance at property, notify preferred lender and sales team (.5).	4.40	1,276.00
06-28-2023	DK	Osgood / Savant Review and coordinate HOA and sales. Coordinate documents (.7).	0.70	276.50
06-29-2023	DK	Osgood / Savant Review of status of project and requirements related to parking accident. Confer w/ NH re: sales and review of same (1.1).	1.10	434.50
06-29-2023	MF	Osgood / Savant Process executed Receiver's certs and forward scans (.2).	0.20	68.00
06-29-2023	DB	Osgood / Savant Process and notarize receiver's certificate (.3).	0.30	48.00
06-29-2023	DS	Osgood / Savant Review of sales and closings (.3).	0.30	118.50
06-29-2023	NH	Osgood / Savant Organize HVAC repairs (.8). Coordinate fire alarm tech to repair broken sensor and reset alarm system (1.1). T/C w/ sales team re: parking lift incident (.9).	2.80	812.00
06-30-2023	NH	Osgood / Savant Attend sales meeting (.6). T/C w/ sale and HVAC re: ordering replacement circuit boards (.7). Reach out to security vendor to cancel patrols (.4).	1.70	493.00
06-30-2023	DK	Osgood / Savant Review of marketing and sale and parking accident. Coordinate sale and marketing (.9).	0.90	355.50
06-30-2023	CN	Osgood / Savant Review and archive bank balance and activity (.2).	0.20	42.00
			106.20	31,346.00
Total			106.20	31,346.00

Time Summary

Timekeeper	Hours	Amount
Alicia Rodmel	11.90	2,201.50
Cathy Garnica	1.60	424.00
Chuck Nguyen	5.50	1,155.00
David Kieffer	15.20	6,004.00
David Stapleton	0.30	118.50
Deborah Burger	2.10	336.00
Marc Sable	0.80	200.00
Matthew Flahive	19.10	6,494.00
Nicholas Hoffmann	47.90	13,891.00
Yenni Liang	1.80	522.00
	Total	31,346.00
Activity	Hours	Amount
Osgood / Savant	106.20	31,346.00
	Total Fees	31,346.00

Total for this Invoice 31,346.00

EXHIBIT "3"

STANDARDIZED FUND ACCOUNTING REPORT for SiliconSage - Consolidated
Receivership; Civil Court Docket No. #####
Reporting Period 04/01/2023 to 06/30/2023

FUND ACCOUNTING (See instructions):				
		Detail	Subtotal	Grand Total
Line 1	Beginning Balance (as of 04/01/2023)		14,256,844.43	
	Increases in Fund Balance:			
Line 2	Initial Capital			
Line 3	Business Refunds			
Line 4	Rental Income			
Line 5	Business Asset Liquidation			
Line 6	Personal Asset Liquidation			
Line 7	Third-Party Litigation Income			
Line 8	Miscellaneous – Other		4,405,281.79	
	Total Funds Available (Lines 1 – 8):			18,662,126.22
	Decreases in Fund Balance:			
Line 9	Disbursements to Investors			
Line 10	Disbursements for Receivership Operations			
Line 10a	Business Asset and Operating Expenses		4,777,346.31	
	Total Disbursements for Receivership Operations			4,777,346.31
Line 11	Disbursements for Distribution Expenses Paid by the Fund:			
Line 12	Disbursements to Court/Other:			
	Total Funds Disbursed (Lines 9 – 11):			4,777,346.31
Line 13	Ending Balance (as of 06/30/2023):			13,884,779.91
Line 14	Ending Balance of Fund – Net Assets:			
Line 14a	Cash & Cash Equivalents			
Line 14b	Investments			
Line 14c	Other Assets or Uncleaned Funds			
	Total Ending Balance of Funds – Net Assets			0.00
				13,884,779.91
		Detail	Subtotal	Grand Total
	<i>Report of Items NOT To Be Paid by the Fund:</i>			
Line 15	Disbursements for Plan Administration Expenses Not Paid by the Fund:			
Line 17	DC & State Tax Payments			
Line 18	No. of Claims:			
Line 19	No. of Claims/Investors:			

SERVICE LIST

BY COURT VIA NOTICE OF ELECTRONIC FILING ("NEF"): **Kyra Elizabeth Andrassy**

kandrassy@swelawfirm.com,jchung@swelawfirm.com,lgarrett@swelawfirm.com,gacruz@swelawfirm.com

 Daniel Blau

blaud@sec.gov,leungg@sec.gov,leedanie@sec.gov,larofiling@sec.gov

 Tamar M. Braz

brazt@sec.gov

 Susan Scott Davis

sdavis@coxcastle.com

 Detail Construction & Waterproofing, Inc.

sjs@dslaw.net

 David B. Draper

david.draper@ropers.com,michelle.cecchini@ropers.com,mary.mcperson@ropers.com

 Timothy W Evanston

tevanston@swelawfirm.com,jchung@swelawfirm.com,lgarrett@swelawfirm.com,gacruz@swelawfirm.com

 Robert Paul Goe

rgoe@goeforlaw.com,kmurphy@goeforlaw.com

 Great American Insurance Company

dtobar@watttieder.com

 Mitchell Bruce Greenberg

mgreenberg@abbeylaw.com,mmeroney@abbeylaw.com

 John Henry Hemann

jhemann@cooley.com,mnarvaez@cooley.com,efilingnotice@cooley.com,efiling-notice@ecf.pacerpro.com

 Fred Hjelmeset

fhtrustee@gmail.com

 Ravi Jagannathan

btaylor@taylorlawfirmnpc.com

 Gregg Steven Kleiner

gkleiner@rinconlawllp.com,aworthing@rinconlawllp.com

 Edward Arthur Kraus

ekraus@svlg.com,keb@svlg.com,edn@svlg.com,amt@svlg.com

 Thomas Scott Leo

sleo@leolawpc.com,kmoores@watttieder.com,dtobar@watttieder.com

 Hal Mark Mersel

mark.mersel@bclplaw.com,theresa.macaulay@bclplaw.com

 Dennis Francis Murphy

dennismurphy@jonesday.com,cdelacroix@jonesday.com

 Randy Phillip Orlik

rorlik@coxcastle.com

 Brian Andrew Paino

bpaino@mcglinchey.com,irvineECF@mcglinchey.com

 Parkview Financial REIT LP

paul@parkviewfinancial.com

 Hannah Pollack

hpollack@cooley.com,efilingnotice@cooley.com,efiling-notice@ecf.pacerpro.com

 Marie Gisele Quashnock

marie@aqalegal.com,legaladmin@aqalegal.com

 Joshua Louis Scheer

jscheer@scheerlawgroup.com,jscheer@ecf.courtdrive.com

 Brian G. Selden

bgselden@jonesday.com,mreyes@jonesday.com

 Steven Jude Sibley

sjs@dslaw.net

 Benjamin Samuel Taylor

btaylor@taylorlawfirmnpc.com

 Donna Renee Tobar

dtobar@lynberg.com,fvillalobos@grsm.com,ecravey@grsm.com