JULY 1, 2013 - JUNE 30, 2015
CONDOMINIUM ASSOCIATION BIENNIAL REGISTRATION APPLICATION

FOR OFFICE USE ONLY

ALL INFORMATION PROVIDED IS PUBLIC INFORMATION

BIENNIAL REGISTRATION DEADLINE: Friday, May 31, 2013
(Bond exemption reapplication deadline: Tuesday, April 30, 2013)

593 01368380 13-12/02/13 100.00
906 01368381 13-12/02/13 377.30

1. Project registration number: **423**

Name of condominium project: **PALOLO GARDEN**

Project street address *(required)*: **2138 & 2140 10TH AVE HONOLULU HI 96816**

Total # units: **49** Expiration of bond on file with Commission: **6/1/2013**

NOTE: If no information is printed in the "Expiration of bond on file with Commission" field, the AOUO has previously applied for a fidelity bond exemption (all fidelity bond exemptions expire at the conclusion of the biennial registration period). Question #5 of this application allows the AOUO to select a fidelity bond exemption.

2. a. List the names of the officers of the association ***(all information provided is public information)***

President (required): GREG PENTECOST

Vice President (optional): DAVID MEDEIROS

Secretary (required): JD AYERS

Treasurer (required): BRANDON OLANDER

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b. Designated officer (from section 2a) for direct contact *(required)*:

Title: PRESIDENT Name: GREG PENTECOAST

Mailing address (public): 2333-A PALOLO AVE.

City: HONOLULU State: HI Zip: 96816 Day Phone: 748-3457

Public Email (optional):

3. a. Person to receive AOUO correspondence & calls from Commission *(required)*:
This Individual will receive notices to update fidelity bond coverage, as well as correspondence from the Commission.

Title: PROPERTY MANAGER Name: KEITH BRUNNER

Mailing Address: 900 BETHEL STREET, SUITE 501

City: HONOLULU State: HI Zip: 96813 Day Phone: 808-531-5566

Public Email (optional):

b. Pursuant to Act 158, Session Laws of Hawaii 2009, please identify the individual designated to provide reasonable access to persons authorized to serve civil process, in compliance with Hawaii Revised Statutes Chapter 634.

Name: James Souza

Reg ..... 593 ..... $50	~~$50~~	$100
CETF ..... 906 ..... $ 7 x49	~~$348~~	$377.30
Service Fee ..... BCF $25		
Bond Exemption .. 593 ..... $50		
TOTAL DUE	~~$398~~	$477.30

4. Management status *(required)*: *(check ONE only and fill in corresponding info)*

☐ Self-managed by Association of Unit Owners *(see Instructions)* Public Email: _____ (Optional)

Title: _____ Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Day Phone: _____

☑ Managed by Condominium Managing Agent *(see Instructions)* Public Email: _____ (Optional)

Management Company: HAWAII FIRST

Mailing Address: 800 BETHEL STREET, SUITE 501

City: HONOLULU State: HI Zip: 96813 Day Phone: 808-531-5566

5. a. Evidence of Fidelity Bond *(required)* (*Between sections 5a and 5b CHECK ONE ONLY; see Question #1 for preprinted expiration date of bond on file with the Commission)*

☑ No evidence of fidelity bond is attached because bond on file in Question #1 expires AFTER June 30, 2013.
☐ Completed CSI form or certificate of insurance form is attached because bond on file in Question #1 expires ON OR BEFORE June 30, 2013, or evidence of current fidelity bonding is NOT on file with the Commission.

b. Bond Exemption (*If applying for a bond exemption, select ONE of the following exemptions. A corresponding bond exemption form on page B-2, B-3, or B-4 must be completed as part of the application process*). An additional $50 bond exemption application fee must be added to the preprinted total due on page A-1.

☐ **Sole Owner**: Where all condominium units are owned by a sole individual, sole corporation, sole partnership, sole Limited Liability Corporation ("LLC"), or sole Limited Liability Partnership ("LLP").
☐ **20 or Fewer Units**: Where the condominium project contains 20 or fewer units.
☐ **100% Commercial Use**: Where all condominium units are 100% commercial use.

6. Owner occupancy: Percentage (estimate if not known) of residential use units in the project which are owner-occupied: 57 %

7. Annual operating budget: Did the AOUO board of directors adopt an annual operating budget? ☑ Yes ☐ No
If yes, is it distributed to each unit owner? ☑ Yes ☐ No

8. Maintenance fees: *(see Instructions)*

a. State the lowest and highest MONTHLY maintenance fees assessed for any unit in the last two years.

Lowest per month: $ 315 (*please do NOT attach maintenance fees for every unit*)
Highest per month: $ 335

b. Has there been an increase in maintenance fees in the last two years? ☑ Yes ☐ No

c. What is the AOUO's total amount of current DELINQUENT maintenance fees over 90 days? $ 3890.00

9. Special assessments:

a. Were special assessments levied against the owners within the last two years? ☐ Yes ☑ No

If yes, how much per unit? $ _____

If yes, for what purpose? _____

b. Is there any plan to collect a special assessment in the near future? ☐ Yes ☑ No

If yes, when? _____

If yes, how much per unit? $ _____

If yes, for what purpose? _____

10. Reserve studies and replacement reserves: *(see Instructions)*

    a. Has the AOUO reserve study been annually updated? ☑ Yes ☐ No

    b. Has the AOUO adopted an annual operating budget for replacement reserves? ☑ Yes ☐ No

    c. For the current fiscal year, is the AOUO collecting a minimum of fifty percent of the estimated replacement reserves OR funding one hundred percent of the estimated replacement reserves when using a cash flow plan? ☑ Yes ☐ No

    d. Has the AOUO funded replacement reserves through special assessments? ☐ Yes ☑ No

    e. Has the AOUO exceeded its annual operating budget during anytime in the last two fiscal years? ☐ Yes ☑ No
    If yes, where did the Association find the monies for the extra expenses?
    ☐ From Reserves ☐ From Special Assessments ☐ From a Combination of Reserves/Assessments
    ☐ Loan ☐ Increased Maintenance Fees

    f. Where are the reserves deposited/invested? Select all that apply.
    ☑ Deposited in a financial institution, including a federal or community credit union, located in the State and whose deposits are insured by an agency of the United States government;
    ☐ Held by a corporation authorized to do business under HRS Chapter 412, Article 8;
    ☐ Held by the United States Treasury;
    ☐ Purchased in the name of and held for the benefit of the association through a securities broker that is registered with the Securities and Exchange Commission, that has an office in the State, and the accounts of which are held by member firms of the New York Stock Exchange or National Association of Securities Dealers and insured by the Securities Insurance Protection Corporation;
    ☑ Demand deposits, investment certificates, savings accounts, and certificates of deposit;
    ☐ Obligations of the United States government, the State of Hawaii, or their respective agencies;
    ☐ Mutual funds comprised solely of investments in the obligations of the United States government, the State of Hawaii, or their respective agencies;
    ☐ Out of state institution.

11. Does the AOUO conduct an annual financial audit of AOUO funds by a public accountant? ☑ Yes ☐ No

12. Does the AOUO prohibit pets? ☑ Yes ☐ No
    If yes, are pet prohibitions stated in the recorded bylaws? ☑ Yes ☐ No

13. Does your AOUO maintain and make available for owner-review during reasonable hours a reference binder containing the Board of Directors Guides, Real Estate Commission brochures, HRS Chapters 514A and 514B, HAR Chapter 107, copies of the declaration, bylaws, house rules and any amendments? ☑ Yes ☐ No

14. a. Has the AOUO made any changes to the common elements within the last two years? ☐ Yes ☑ No

    b. Have all declaration and bylaw changes been recorded with the Bureau of Conveyance or the Land Court?
    ☑ Yes ☐ No

15. Has the AOUO amended the declaration, bylaws, condominium map or other constituent documents to adopt the provisions of HRS Chapter 514B? ☐ Yes ☑ No

16. a. Has the AOUO utilized mediation or arbitration to resolve condominium disputes within the last two years?
    ☐ Yes ☑ No
    If yes, how many times? Mediation:_____ Arbitration: _____

    b. Have any lawsuits been filed against the association in the last two years? ☐ Yes ☑ No

    c. Are there any civil or criminal judgments entered against the association in the last two years? ☐ Yes ☑ No

17. a. Does the AOUO have a separate email account? ☐ Yes ☑ No

    What is the association's **public** email address? (optional) _____

    b. Does the AOUO maintain an internet website? ☐ Yes ☑ No

    What is the **public** website address? (optional) _____

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18. How does the AOUO disseminate new information to homeowners regarding changes to bylaws, house rules, HRS Chapters 514A and 514B, and HAR Chapter 107? Select all that apply.

    ☐ Newsletter ☑ Mailings ☑ Bulletin Board ☐ Email ☐ Website ☐ Other

CERTIFICATION OF CONDOMINIUM ASSOCIATION OFFICER, DEVELOPER, 100% SOLE OWNER, OR MANAGING AGENT WITH DELEGATION OF DUTY TO REGISTER
For the period July 1, 2013 – June 30, 2015

1. I have read and understand the Instructions.

2. I certify that this application is complete as required, and is accompanied by the required documents and fees.

3. I certify that I am authorized to sign this certification on behalf of this condominium association, that the information provided is true and correct, and that there are no material omissions. (It is unlawful for any AOUO, its officers, board, or agents to file with the Commission any information that is false or contains a material misstatement of fact (HRS §§ 514A-134 and 514B-99.3). Any violation is a misdemeanor.

4. I certify that any changes to the required information provided in questions one (1) through five (5) of the registration application information, as required by HRS § 514B-103 (a) (1), shall be reported to the Real Estate Commission, in writing, within 10 days of the date of change. I further certify that the condominium association shall continue to update all other information during the biennial registration period as required by statute and provide updated information as requested by the Real Estate Commission. Also, written notification shall be provided to the Real Estate Commission at least 30 days prior to cancellation, termination, or a material change to the information provided in the evidence of fidelity bond coverage.

5. I certify that this condominium association does maintain continuous fidelity bond coverage in compliance with HRS § 514B-143 (a) (3), and that evidence of fidelity bonding or bond exemption shall be filed with the Real Estate Commission throughout this entire registration period. This condominium association acknowledges that its registration shall be automatically terminated for failure to provide the Real Estate Commission with evidence of continuous fidelity bond coverage (if applicable) through June 30, 2015.

6. This condominium association has received sufficient notice that if it fails to submit a completed registration application and fails to maintain continuous fidelity bond coverage or an approved fidelity bond exemption, it shall not have standing to maintain any action or proceeding in the courts of this State until it properly registers (HRS § 514B-103 (b)).

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Signature of Association Officer, Developer, 100% Sole Owner, or Managing Agent (Original signature or stamp preferred, however facsimile or photocopied signatures are accepted)

RICHARD B. EMERY
Print Name

11/26/2013
Date

Palolo Garden HAWAII FIRST
Print Name of Condominium Association (Managing Agent include CMA Name)

CHECK ONE ONLY:[ ] President [ ] Vice-President [ ]Secretary [ ] Treasurer
[ ] Developer or Developer's Agent registering for unorganized association
[ ] 100% Sole Owner of Condominium Project
[✓] Managing Agent with Delegation of Duty to Register

Mail or deliver all fees & documents to: Real Estate Branch, AOUO Registration, 335 Merchant St., Rm. 333, Honolulu, HI 96813

If you need assistance: call (808) 586-2643 to speak to a condominium registration clerk.

This material can be made available for individuals with special needs. Please call the Senior Condominium Specialist at (808) 586-2643 to submit your request.