



Financial Center

topa talk

A publication of Topa Management Company

JUNE 2005

Inside this issue

At Your Service	1
Welcome	1
Tenant Spotlight	1
Super Brawl Championship	2
Staff Spotlight	2
Grammar Awareness	3
Secretary No More?	3
Cans for Canines	3
Valet Parking	4
Energy Efficient Lighting	4
Building Events	4
Staff Contact Information	4

At Your Service

Fort Street Tower

Aloha Sushi	585-7374
Bin's Convenience	521-8886
Candy Bouquet	532-2639
Carrot Patch	531-4037
Clark Hatch Fitness	536-7205
Cookie Corner	532-9072
Flowers For You	521-2020
Fort Street Bar & Grill	523-1500
Young Laundry	521-2286

Bishop Street Tower

Amfac Center Barber	538-7811
Andy Mohan, Inc.	521-1222
Best Printing	531-2121
Charles Schwab & Co.	534-9700
For the Love of Coffee	533-4486
Country Wide Lending	532-0922
Komala Curry House	523-9900
KD Jewelry	545-7841
Leather Soul	531-7685
Scotttrade, Inc.	521-8573
Styling Crew	533-7800
Subway Sandwich	545-3945

We welcome the following companies to the Topa Financial Center

Fort Street Tower

Accredited Home Lending
University of Phoenix

Name Change

Stanton Clay Chapman Crumpton & Iwamura to
Clay Chapman Crumpton Iwamura & Pulice

Tenant Spotlight

Mothers Against Drunk Driving (MADD)

Mothers Against Drunk Driving was founded in Sacramento, California in 1980 by Candy Lightner after her 13-year old daughter was killed by a repeat DUI offender. The rapid development and expansion of the organization, fueled by a mother's outrage at the lenient laws and weak judicial response to the crime of drunk driving, signaled that the battle against drunk driving was fully underway. Today, MADD has more than two million supporters within the United States, Puerto Rico and Guam, and is now established in Canada, Australia, Japan and Sweden. MADD is more than mothers. MADD is made up of fathers, sisters, brothers, young people and concerned individuals working to make a difference on our roadways and in our communities.

The mission of MADD is to stop drunk driving, support the victims of this violent crime and prevent underage drinking. MADD is not a crusade against alcohol consumption. Their focus is to look for effective solutions to impaired driving and underage drinking problems, while supporting those who have already experienced the tragedy and pain of these crimes.

MADD's presence in Hawaii began in 1984 and has grown into a 10-staff office with dozens of helpful volunteers. MADD-Hawaii has been located on the 11th floor in the Bishop Tower of the Topa Financial Center since 1997. MADD has enjoyed great support from the building management over the years. MADD-Hawaii is thankful to the tenants and building management for their participation in our Tie One On For Safety Red Ribbon Campaign, fundraising efforts and advancing the awareness of our mission.

Continued on Page 2

Tenant Spotlight: Mothers Against Drunk Driving (MADD)

Continued from page 1

As one of the largest victim support organizations in the world, MADD provides support and advocacy to injured victims and bereaved families of drunk driving tragedies. In Hawaii, MADD is unique by also providing support to bereaved families of homicide victims. Each year, MADD-Hawaii provides professional counseling, support groups, literature, community referrals and advocacy in the criminal justice system to hundreds of victims and survivors throughout Hawaii.

Currently in Hawaii, about half of all traffic fatalities are alcohol-related. To stop drunk driving, MADD-Hawaii hosts public service campaigns, promotes designated drivers, distributes red ribbons, provides a speakers' bureau, partners with the Honolulu Police Department to host sobriety checkpoints, and advocates for effective legislation and increased law enforcement.

Alcohol kills more teens than all other illicit drugs combined and in Hawaii, the average age youth begin to experiment with alcohol is age 10 - sadly that's only 4th grade! To prevent underage drinking, MADD coordinates a statewide multi-agency coalition to address the special challenges in each county. MADD also uniquely involves youth as leaders to effect change in their environments by reducing the acceptability of underage drinking and the access to alcohol by minors. These concerned and ambitious youth develop public service campaigns, write testimony to support critical legislation such as Zero Tolerance for minors and Graduated Licensing, and work with county police departments to stop retailers from selling alcohol to teens.

While MADD has heightened awareness of the problems of drunk driving and underage drinking, the entire community is needed to stop these preventable problems to protect our roadways and the health of our youth. You can make a difference! All you need to do is:

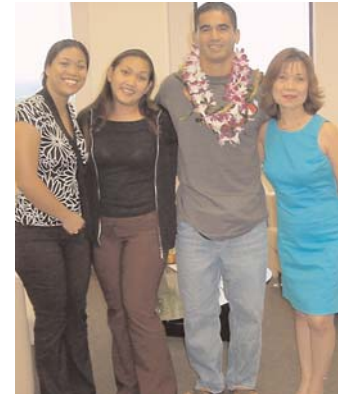
- **Don't drink and drive**
- **Never get into a car with someone who has been drinking**
- **Always designate a driver if you plan to drink**
- **Never provide alcohol to a minor**

MADD is a non-profit organization offering services free of charge throughout Hawaii. We invite you to volunteer or make a tax-deductible contribution. For more information, contact (808) 532-6232 or visit maddhawaii.org. Hope to see you in the building, neighbor!

Super Brawl Championship

Niko Vitale

Shown with Hawaii's Super Brawl Champion, Niko Vitale, are the ladies from the Topa Management Office who were invited by Oceanic Time Warner to meet Niko during his recent visit to the Time Warner office.



By winning the Super Brawl Championship, Niko took another step closer to contending for a lucrative contract to fight in Japan.

From left to right, Nicole Domingo, Deborah Yacas, Niko Vitale and Cynthia Quiaoit.

Staff Spotlight

RODELIO "RODEL" E. TABALBA

Building Facility Maintenance



Rodel Tabalba came from a "small" family. He is the fourth child out of eight, having two sisters and six brothers. Rodel has a Fiancé, a 5-year old daughter and a 3-year old son back in the Philippines. He hopes to bring them to Hawaii to live with him soon.

After finishing high school, Rodel started working to help his family with expenses working at a poultry job. He then moved to Ilocos and worked as a delivery helper at Pepsi Cola and then as a merchandiser for a super market in San Fernando Pampanga. While in San Fernando Pampanga, he experienced the Mount Pinatubo eruption - a scary event to say the least! Rodel's next job before coming to Hawaii was in Manila as a messenger.

Rodel came to Hawaii in April of 2000, to join his family. Rodel thinks Hawaii is such a beautiful place and he is so glad to be here. Before joining Topa, Rodell worked for such companies as Forever Hawaiian Creations, Sea of Green Landscaping, and Royal Kunia Country Club in maintenance. Rodel also keeps a part-time job as a bus boy in a busy restaurant. With the help of Rory Reiley and Nestor Salcedo, Rodel works full-time at Topa Financial Center in charge of ground maintenance.

Grammar Awareness

The Dash

Dashes may be substituted for commas, semicolons, and parenthesis. Dashes may also be used if there is a definite break in a sentence or if some part of a sentence needs to be emphasized. Dashes can set off essential, as well as nonessential information.

The comma is the typical mark of punctuation used to set off parenthetical comment. However, if you wish to emphasize the parenthetical comment, or if you use the parenthetical comment as an afterthought, you may substitute a dash.

I said nothing - not one word-at the meeting.

She presented several excellent ideas - or so I thought.

When words repeat or restate a previous idea, dashes can set off the repetitions or restatements. When words such as these, all, each, and they are used as subjects to indicate a preceding list, dashes are appropriately used before these words. Dashes also effectively set off reminders.

She presented several excellent ideas - all will be implemented easily.

She presented several excellent ideas - ideas that will be implemented easily.

Remember that our next meeting - December 4 - will be before the election of new officers.

'Secretary' - No More?

It has been years since the title "secretary" went out of vogue. Now these often indispensable office workers are known as administrative assistants, executive assistants, coordinators or associates.

Barbara Van Dine, CPS, has seen a lot of changes since the start of her career as an administrative professional. She now laughs at the memory of mimeograph machines, manual typewriters, carbon paper and those little white out correction sheets. She says times have changed for the better.

Secretaries, no matter what their title, do not just answer the phones. They must keep up with the changing technologies and computer skills. They are oftentimes expected to be project managers, office managers, supervise staff and take on leadership roles.

Continued

Barbara says the Certified Professional Secretary ranking she earned in 1989, a designation most colleges recognize for completion of 32 to 35 undergraduate credits, went a long way in preparing for the ever-changing demands of her job. At present there are only 110 Certified Professional Secretary's in the state of Hawaii.

Even though job titles may vary, administrators provide efficient service and support to executives, coworkers and customers. They actually answer the phone when it rings and, simply put, they get things done for their employers and take pride in doing them.

Cans for Canines

"Cans for Canines" is a recycling / fundraising effort initiated by Betty Kamida, who works at the Law Office of Kitty K. Kamaka in the Fort Street Tower. Betty approached Topa Management about the project, which offers Topa Financial Center tenants an opportunity to support Hawaii's recycling efforts while helping homeless dogs in the process. Cans and bottles that would normally be thrown in the trash are instead deposited in the large blue "Recycle" receptacle in the common seating area of the lobby. Betty collects the recyclables on a regular basis, cleans and sorts them and redeems them. 100% of the redemption proceeds are then donated to the Hawaii Dog Foundation, a non-profit "no kill" organization that helps stray and abandoned, homeless dogs in Hawaii.

The Hawaii Dog Foundation www.hawaiidogfoundation.org notes that your cans really do save the lives of dogs. For instance:

- 100 cans buy a collar and leash
- 180 cans buy 100 pounds of dog food at the Food Bank
- 300 cans pays for pain medication for dogs
- 660 cans pays for a veterinarian visit
- 1,000 cans pays for the neutering of a male dog, which in 5 generations (4 years) reduces the number of unwanted dogs by over 1,000

Betty would like to thank everyone in the building who is making a conscious effort to separate their cans and bottles from regular trash to donate them to "Cans for Canines." She would also like to commend Topa Management Company for being one of the first downtown businesses to actively support the State's recycling effort.

"Cans for Canines" is good for the 'aina, and good for "man's best friend." If you have questions (or lots of cans!), please call Betty Kamida at 524-8552.

Energy Efficient Lighting For Topa Financial Center

In the United States, office buildings form the largest component of the commercial energy-use sector. Office buildings collectively are the biggest commercial market for electric utilities, and individually, they are one of the most intensive users of electricity. Electric utility costs represent the largest single, energy-related expense; typically around 30% of an office building's operating expenses and around 15% of its total expenses. Office customers face particularly high costs for electricity, because their peak loads are large and strongly correlated with electric peak demand hours. In some cases, buildings with poor energy management programs can have electricity bills that may be as high as 56% of the total operating expenses.

It has been the goal of TOPA Management Company to reduce its electrical consumption and reduce the percentage of electrical use in the operation of TOPA Financial Center. Since 2001, the building has installed a new energy management system with direct digital controls to start and stop our central plant and the buildings air handlers. The automation system allows the building to schedule its air conditioning system to operate at its most efficient using the least energy thus reducing the overall operating cost.

In the previous years the owner has resealed the windows to stop water intrusion and the infiltration of hot outside air into the building. The additional hot air would increase the amount of heat in the building, making the air conditioning system work harder to cool the buildings interior. This increases operating time and increases the total cost of electricity to the building. In an effort, to reduce costs even further, the buildings interior windows were completely re-tinted to reflect unwanted absorbed heat through the window areas.

New and existing office space at the building is also being upgraded with high-efficiency new lighting fixtures. To date, 1600 new fixtures have been installed throughout the building. New, brighter corridors have been designed and three new renovations have been completed in the past two years.

This year the building has retrofitted the old lighting system with more efficient ballasts and bulbs to help continue the reduction of costs. Lighting is the largest electric end-use and has the most influence on office comfort and productivity. This years lighting improvements will allow the building to save an estimated \$93,670.59 in annual energy consumption.



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Valet Parking Available

Valet parking is now available for those tenants who might find it difficult to find available parking space during peak periods or simply for convenience. Valet parking is located on the fourth floor of the parking garage at no additional charge. A no tipping policy is strictly enforced.

Building Events



Memorial Day Holiday
May 30, 2005 **(Building Closed)**

Floor Warden Meeting June 28, 2005

Fire / Evacuation Drill June 30, 2005

Independence Day July 4, 2005 **(Building Closed)**

Labor Day September 5, 2005 **(Building Closed)**

Building Management

Contact Information

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