



Plaza Hawaii Kai

~ A Quality Condominium ~

6770 Hawaii Kai Drive, Honolulu, Hawai'i 96825
Plaza Office 808-395-4322 Security 808-265-9072

New Security Number effective February 1 808-272-1241

After Hours 808-460-2522 (emergency only)

Email: Plazahawaiiikai@hawaii.rr.com

Website: www.touchstoneproperties-hawaii.com/plaza-hawaii-kai

January 2025

Board Meeting

The next AOA Board Meeting will be held on Monday, February 10. The meeting will be held in-person in the Community Room. All owners are invited to attend.

Annual Meeting of Owners

The Annual Meeting of Owners is scheduled for Monday, March 10, in the Community Room. Registration starts at 6:30 PM. All owners are invited to attend.

Holidays

The office will be closed on Martin Luther King Day, Monday, January 20.

2025 Schedule

See the back of the newsletter for 2025 holidays and the building maintenance schedule.

Townhouse Drain Line Cleaning

The project is scheduled for February 5 and 6. Vehicles will need to be moved in affected parking stalls. Details to follow soon!

Resident Manager Information

Office hours for Resident Manager, Craig Morrison, are 8:00AM to 4:30PM, Monday – Friday (excluding holidays).

Questions, Requests and Routine Repairs: Call, visit, or email

Craig at the Office during office hours with all questions, requests and routine common element repairs. After-hours leave a voice mail at 808-395-4322, or send an email to plazahawaiiikai@hawaii.rr.com.

After-Hours Security: Visit the security guard post in the High-Rise Lobby or call 808-265-9072 to report suspicious activity or House Rule violations (such as noise during ‘quiet hours’).

Effective February 1, the number will be 808-272-1241.

After-Hours Urgent Repairs:

Call Craig’s mobile phone at 808-460-2522 for emergency repairs that cannot wait until the Office reopens (please no text messages).

Smoke Alarms

Owners and Residents are reminded that, by law, working smoke detectors must be installed in all apartments. The Honolulu Fire Department recommends that smoke detectors be placed in all sleeping areas, outside of each separate sleeping area (e.g. hallway, but not the bathroom), and on each level of the apartment. For specific guidance on proper placement, go to fire.honolulu.gov/fire-and-life-safety/homeowners/smoke-alarms. Smoke detectors should be tested monthly to ensure they are working and to familiarize

residents with the sound. The batteries should be replaced at least every year and the smoke alarm should be replaced at least every 10 years.

House Rules & Good Neighbor Reminders

All residents are expected to follow the House Rules. Copies of the House Rules are available in the PHK office.

All trash should be securely enclosed in a tied trash bag prior to disposal down the trash chute. If necessary, double bag trash to ensure the bag does not leak in the trash chute. Cat litter, diapers, and other similar rubbish should be placed in double bags. Failure to follow this process causes odors, roaches, and other pests.

Residents are reminded that advance notice must be given to Craig for all move-ins/move-outs, and deliveries of furniture, appliances, and bulky items that require the use of the elevator. Padding must be installed to protect the elevator interior.

PHK Game Night

Thursday evenings from 6:00-8:00PM in the Community Room. Contact Jacquie Heino at 1-775-225-5055 for more information.

Routine Maintenance Schedule (dates listed are subject to change due to weather or other circumstances)

Activity/task	Frequency	Scheduled Date(s) in 2025
Pest Control (common areas)	Monthly	3 rd Thursday of Every Month
Pest Control (in-unit service) Schedule with Site Manager (paid for by Resident)	Quarterly	March 20 June 14 September 18 December 18
Window Washing (weather permitting)	3 times per year	April, August, December
Townhouse Gutter Cleaning	Annually	August
Tree Trimming (Coconut Trees)	3 times per year	January, March, July
Tree Trimming (Ficus & Autograph Trees)	Semi-Annual	January, July
Tree Trimming (Milo, Plumeria, Satin Leaves Trees)	Annually	March 5, 6, and 7
Power Washing Sidewalks/Pool Area	Quarterly	March, June, September, December
Power Washing Parking Lots	Quarterly	March, June, September, December
Cleaning Swimming Pool	4 x Week	MWFS
Cleaning Around Trash Bins/Trash Chute	3 x Week	MWF
Gym, Common Area restrooms, grills, Common Area hallways and elevators	Every week day	M-F

2025 Holiday Schedule (PHK Office closed)

New Years Day	Monday, January 1
Martin Luther King, Jr. Day	Monday, January 20
Presidents Day	Monday, February 17
Prince Kuhio Day	Wednesday, March 26
Memorial Day	Monday, May 26
Kamehameha Day	Wednesday, June 11
Independence Day	Friday, July 4
Labor Day	Monday, September 1
Discoverers Day	Monday, October 14
Veterans Day	Tuesday, November 11
Thanksgiving Day	Thursday, November 27
Christmas Day	Thursday, December 25

Gerber Toilet Flapper Replacement

Available on Amazon: Hibbent 2 Pack Toilet Flapper Replacement, Compatible with Gerber 99-788, 3 Inch Flapper Replacement Water Conserving, High Performance, Easy to Install- Blue Color.



Similar Gerber compatible flappers are available at City Mill. Bring the toilet number (printed inside the tank) to assure a proper fit.

Contacts as of January 2025

Plaza Hawaii Kai 6770 Hawaii Kai Drive, Honolulu, Hawai'i 96825

Plaza Office 808-395-4322

Plaza Office Hours: 8:00AM to 4:30PM Monday-Friday (excluding holidays)

Security 808-265-9072 (nights and weekends)

New Security Number effective February 1 808-272-1241

Site Manager 808-460-2522 (cell phone for emergencies only; please no text messages)

Email Plazahawaiiikai@hawaii.rr.com

Website: www.touchstoneproperties-hawaii.com/plaza-hawaii-kai

Touchstone Properties (Management Company)

680 Iwilei Road, Suite 550

Honolulu, Hawaii 96817

808-566-4100

website: www.touchstoneproperties-hawaii.com

Hurricane and Tsunami Information

City's Emergency Management Services at:

www.honolulu.gov/dem.html.

City Services

Abandoned Vehicles 808-768-2530 or web1hnl.info/pav

Bulky item pick-up 808-768-3200 or www.honolulu.gov/opala

Bus Route/Schedule information 808-848-5555 or www.thebus.org

Complaints (City Government) 808-768-4381
or www.honolulu.gov/csd/concern.html

Dead Animal Pickup - Honolulu 808-768-3200

Pothole Hotline 808-768-7777

Satellite City Hall - Hawaii Kai 808-768-4325

Street Light Repair 808-768-5300

Street Sign Repair 808-768-3600

Water Quality Information

Brown Water Advisories <https://eha-cloud.doh.hawaii.gov/cwb/#!/landing>

Utilities

Hawaiian Electric Power Outage reporting:

855-304-1212 (online tool currently unavailable per HECO)

outage map: www.hawaiianelectric.com/safety-and-outages/power-outages/ohau-outage-map

Hawaiian Telephone Service Problems:

Customer Service 808-643-3456 or 877-482-2211 (Toll Free)

Technical Support 808-643-6111

website: www.hawaiiantel.com/Residential/Support/Submit-Support-Request

Spectrum Cable Service Problems: 1-833-267-6094

website: www.spectrum.net/support