



Second Notice of Annual Meeting and Election of Directors

Dear Shareholder(s),

On March 9th, 2026, at 7:00 p.m., in the lobby of Highland Towers, Inc., located at 2921 S. Ocean Blvd., Highland Beach, FL 33487, and via Zoom, the Annual Meeting of the Highland Towers Shareholders will be held.

Annual Meeting Agenda:

1. Call to Order
2. Roll Call to Establish a Quorum and Number of Shares Represented
3. Approval of the 2025 Annual Meeting Minutes
4. Annual Reports of Officers
5. Annual Reports of Committees
6. Review and Approve 2026 Budget
7. Election of Directors
 - o Three open seats and three candidates
 - o Directors seated by acclamation
8. Old Business
9. New Business
10. Adjournment

Proxy Instructions:

If you cannot attend the Annual Meeting, please designate a proxy on your behalf so that a quorum can be established. Please use the enclosed Proxy form for this purpose.

Respectfully, on behalf of the Board of Directors,

Kevin O'Brien
Secretary

**2921 South Ocean Boulevard
Highland Beach, FL 33487
Office (561) 276-6267**



Invitation to the Annual Shareholders Meeting – Zoom Meeting

Dear Shareholders,

Below is the Zoom invite for the March 9 Meeting

Highland Towers Inc. is inviting you to a scheduled Zoom meeting.

Topic: Highland Towers Inc.'s Annual Shareholders Meeting - Zoom Meeting

Time: Monday Mar 9, 2026 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82130247652?pwd=PoKbYUFXrvlHC84Es39PolrVUTapqr.1>

Meeting ID: 821 3024 7652

Passcode: 828521

One tap mobile

[+13052241968](tel:+13052241968),,82130247652#,,,,*828521# US

[+16469313860](tel:+16469313860),,82130247652#,,,,*828521# US

Join instructions

<https://us02web.zoom.us/meetings/82130247652/invitations?signature=0HGMyG9f9xpr8K5E5854INMubmv6mWD-NKdiug0lvRk>

LIMITED PROXY

The undersigned hereby appoints _____ as my proxy (if left blank the Association's Secretary will be the proxy holder) with full powers of substitution, for all matters to come before the **Annual Shareholders Meeting of Highland Towers, Inc.** to be held on **March 9th, 2026 at 7:00 P.M.**, and any lawful adjournment thereof.

The proxy shall vote as specifically directed, on my behalf, as well as represent my appearance at the meeting. I/We hereby specifically authorized and instructed my/our proxy to cast my/our shares to establish quorum of the Annual Shareholders Meeting.

Printed Name of Shareholder: _____

2921 South Ocean Blvd, Unit # _____

Signature: _____

Additional Shareholders:

(Signature of all shareholders is required, unless we have a Voting Certificate on file)

Print Name: _____ Signature: _____

SUBSTITUTION OF PROXY

The undersigned, appointed as proxy above, does hereby designates _____ to substitute for me in the proxy set forth above.

Dated: ____ / ____ , 2026.

PROXYHOLDER

THIS PROXY IS REVOCABLE BY THE UNIT OWNER AND IS VALID ONLY FOR THE MEETING FOR WHICH IT IS GIVEN AND ANY LAWFUL ADJOURNMENT. IN NO EVENT SHALL THIS PROXY BE VALID FOR MORE THAN NINETY (90) DAYS FROM THE DATE OF THE ORIGINAL MEETING FOR WHICH IT WAS GIVEN.

Annual Shareholder Meeting

March 3, 2025 @ 7:00 PM

MINUTES

1- Call to Order and Roll Call

President Jim Keefe called the meeting to order.

Roll Call of Directors

President / Treasurer - James Keefe -Present

Vice President - Bill Licata - Present

Secretary - Bob Turrentine - Present

Director - Kevin O'Brien - Present

Director - Mike Hernandez - Present via Zoom

Director - Ruth Dugan - Present via Zoom

Director - Jeff Lapnow - Present Via Zoom

2- Proof of Notice of Meeting

Notice of the meeting was provided via US Mail and posted prominently around the building with statutory notice. Notice was mailed to addresses provided by shareholders and maintained as an Association Distribution List located in the building office. An affidavit of mailing for the 14 day statutory period is filed in the office.

3- Lisa Magill , the association's attorney , who with her associate were introduced as inspectors and officially tally the votes confirmed we had a quorum.

4- Prior Meeting Minutes

The minutes from March 4, 2024 were reviewed and discussed resulting in adding information showing the shareholders elected not to fund structural reserves. This was done while we waited for the SIRS study to be completed.

Motion was made by Bob Turrentine and seconded by Kevin O'Brien. All were in favor and none opposed.

5- President's Report

Jim Keefe discussed the 2 items the shareholders will vote on. The first is to change our reserves from component to pooled method. This Amendment passed. The second is to change the limit the board can spend without prior shareholder approval from \$10,000 to \$25,000. This Amendment failed.

Jim next spoke of looking into electronic voting in the future. The Board to consider moving the annual meeting to April. Jim noted the meeting will be Mike Hernandez and Bob Turrentine last and wanted to thank them for their service and hard work for the Board and Shareholders. He also wanted to acknowledge the hard work and contributions of our staff Andres Hernandez, Jose Arango, Andre Cordeiro and Roseanne Souza.

6- Committee Reports

Bill Licata discussed his dealings with the Fire Marshall and his 50 page report. He reported that most of that list has been corrected and the balance will be completed when the fire pump and electric room work is complete. Bill also discussed the sanitary piping issue and that Blue Water is being receptive to working directly with us to correct the issues.

No new ARC issues.

Jeff Lapnow reported we have changed landscaper companies from Greener Images to Sevilia Landscaping starting April 1. He said they are looking to add rocks and coral to the beds in an effort to combat some of the damage from the high winds and salt . A question was asked about the cost of the pool refurbishing and repairs. Jim reported all in was \$60,000.

Pearl Licata reported G-2 had \$8804 in income from 13 bookings.

Jim Keefe thanked the House Committee Anne, Pearl, Priscilla and Margaret for all their hard work especially with the pool tile.

It was announced that Bob Turrentine was stepping down as Chair of Admissions, Anne Dunn as Chair of House and Bill Licata as Chair of ARC. Discussion was had on how to get more Shareholders involved on the committees.

The budget discussion was limited to a few points. Our insurance decreased by \$20,000. Our operating budget increased. Contribution to the reserves will be made from the loan proceeds as follows. \$143,500 to the structural reserves and \$130,000 to the non structural reserves.

Jim will prepare a written Treasury report detailing the disposition of loan proceeds and prepayments.

When reviewing the budget Mike Hernandez spoke of the water use in the building. After discussion it was decided a program should be implemented to ensure toilet flappers are working properly.

Motion to approve the budget was made by Bill Licata, seconded by Bob Turentine and unanimously approved.

7- Board Action

Board approved 40 cu. yds. of coral for the seawall. Board to finalize the date for the 5 day electrical shutdown as soon as practically possible. It is contingent upon all electrical components being on site.

8- Results of Election

John Skramko 1210.2

Ken Gaul 1059.4

Karrie Millet 508.8

The new Directors are John Skramko and Ken Gaul.

The organization meeting to follow.

Bill Licata made a motion to adjourn - Bob Turentine seconded.

Motion Carried.

Respectfully submitted,

Kevin O'Brien

HIGHLAND TOWERS BUDGET 2026			
	2025	2026	
m	Annual Budget	Annual Budget	Increase/ (Decrease)
4001 · Maintenance Income	\$710,240	\$710,240	\$ (0)
Expense	2025	2026	+/-
5000 · PROFESSIONAL EXPENSES			
5001 · Management Fees [Andres]	\$ 32,048	\$ -	\$(32,048)
5002 · Accounting Fees	\$ 22,850	\$ 25,000	\$ 2,150
5003 · Professional Fees	\$ 250	\$ 1,250	\$ 1,000
5004 · Legal Fees	\$ 5,000	\$ 7,500	\$ 2,500
5005 · License/Permits/Fees	\$ 1,000	\$ 1,200	\$ 200
5007 · Office Supplies / Postage	\$ 2,750	\$ 4,000	\$ 1,250
5008 · Board Events	\$ 2,500	\$ 4,000	\$ 1,500
5008.1 House Committee	\$ 1,000	\$ 1,000	\$ -
5009 · Bank Fees	\$ 1,284	\$ 100	\$(1,184)
5010 · Screening Expense	\$ 250		\$(250)
5011 · Taxes-Other	\$ 100	\$ -	\$ -
Total 5000 · PROFESSIONAL EXPENSES	\$ 69,032	\$ 44,050	\$(24,982)
5100 · INSURANCE			
5101 · Insurance Expense	\$274,000	\$236,050	\$(37,950)
5102 · Insurance Workers Comp	\$ 1,000	\$ 1,500	\$ 500
Total 5100 · INSURANCE	\$275,000	\$237,550	\$(37,450)
5200 · REPAIRS & MAINTENANCE			
5201 · Building Repairs	\$ 1,600	\$ 8,000	\$ 6,400
5202 · Pest Control - Building	\$ 1,800	\$ 3,425	\$ 1,625
5203 · Elevator Service	\$ 18,500	\$ 22,000	\$ 3,500
5204 · Lawn Maintenance	\$ 15,000	\$ 15,600	\$ 600
5205 · Landscaping Extras-Pest Control + fertilizing	\$ 2,000	\$ 2,250	\$ 250
5206 · Tree and Shrub Trimming	\$ 1,600	\$ 5,800	\$ 4,200
5207 · Irrigation	\$ 1,000	\$ -	\$(1,000)
5208 · Beach/Deck Repairs&Maint	\$ 3,672	\$ 4,200	\$ 528
5209 · Pool Maintenance	\$ 7,500	\$ 10,250	\$ 2,750
5210 · Pool Repairs			\$ -
5211 · Janitorial / Maintenance	\$ 30,000	\$ 30,000	\$ -
5211.1 Janitorial G2	\$ 1,170		\$(1,170)
5213 · Fire Alarm & Equipment	\$ 4,500		\$(4,500)
5214 · Building Maint Supplies	\$ 12,500	\$ 15,500	\$ 3,000
5215 · Electrical Repairs	\$ 3,000		\$ -
5216 · Plumbing Repairs	\$ 3,500		\$ -
Total 5200 · REPAIRS & MAINTENANCE	\$107,342	\$117,025	\$ 9,683
5300 · UTILITIES			
5301 · Electricity - Building	\$ 11,000	\$ 9,500	\$(1,500)
5301.1 Electricity G2			
5301.2 Irrigation	\$ 500	\$ 500	\$ -
5302 · Water	\$ 26,369	\$ 25,750	\$(619)
5302.1 Water Irrigation	\$ 11,626	\$ 13,000	\$ 1,374
5303 · Telephone Expense	\$ 1,700	\$ 2,100	\$ 400
5304 · Gas	\$ 6,000	\$ 7,500	\$ 1,500
5305 · Cable / Internet	\$ 57,480	\$ 59,775	\$ 2,295
5306 · Trash	\$ 12,858	\$ 12,500	\$(358)
5307 · Sewer	\$ 23,433	\$ 22,600	\$(833)
Total 5300 · UTILITIES	\$150,965	\$153,225	\$ 2,260
PAYROLL			+/-
5401 · Gross Wages	\$ 96,680	\$130,375	\$ 33,695
5402 · FICA Expense Employer	\$ 5,994	\$ 8,083	\$ 2,089
5403 · Medicare Expense Employer	\$ 1,402	\$ 1,890	\$ 489
5404 · Unemployment Fed/State	\$ 100	\$ 125	\$ 25
5305 · Administrative Costs	\$ 500	\$ 500	\$ -
5407 · Employee Phone Reimbursement	\$ 1,200	\$ 600	\$(600)
Total 5400 · PAYROLL EXPENSES	\$107,901	\$141,574	\$ 33,673
2026 Operating Contingency	\$ -	\$ 16,816	\$ 16,816
TOTAL OPERATING EXPENSE	\$710,240	\$710,240	\$ (0)

RESERVE EXPENSE General \$130,000*
SIRS RESERVE EXPENSE
Paid from surplus funds \$143,500

Loan Repayment \$289.791 [24,149.25/mo]
billed proportionately to shareholders
Association pays from surplus funds the
portion of monthly amount attributable
to shareholders who have prepaid their shares.



2026 Annual Election Candidate Information Sheets

- Three open seats and three candidates
 - Directors seated by acclamation

Tina DeGregoris

Ruth Dugan

Bill Licata

Dear Shareholders,

I would like to submit my nomination for a position on the Board of Directors of Highland Towers, Inc. My connection to this building spans over four decades. My in-laws purchased their first apartment here over 40 years ago, and my husband and I have happily owned our apartment for the past 25 years. Our three children grew up coming here, and today it is especially meaningful to watch our four grandchildren also enjoy the same place that has meant so much to our family. This long-standing personal investment gives me a deep appreciation for our building's history, culture and future. I have had the pleasure to spend this past year serving as a committee member on the Admissions Committee.

Professionally, I bring strong business and organizational experience. I have worked as a coat buyer for Bloomingdale's Department Stores, where I was responsible for financial decision-making, vendor relationships, and store planning. After having children I refocused my attention and became actively involved in community service and leadership roles. I became an active member of my children's schools, joining the St. Agnes Mother's Club and also served as a School Board Representative. Once my daughters entered Sacred Heart Academy High School, I became manager of the Sacred Heart Candy/Gift Shop, which tasks included daily operations, ordering, budgeting and inventory management. In addition, I'm an active member of our church, St. Agnes Cathedral, and serve as a Eucharistic Minister. Lastly, I have also worked as a Certified Holistic Health Coach, where I helped patients address and treat their health concerns.

In closing, I would be honored to serve on the Board of Directors and contribute my experience, dedication and long-term commitment to the well-being of Highland Towers, Inc. I care deeply about maintaining our building as a welcoming, well managed and financially sound community for current and future generations.

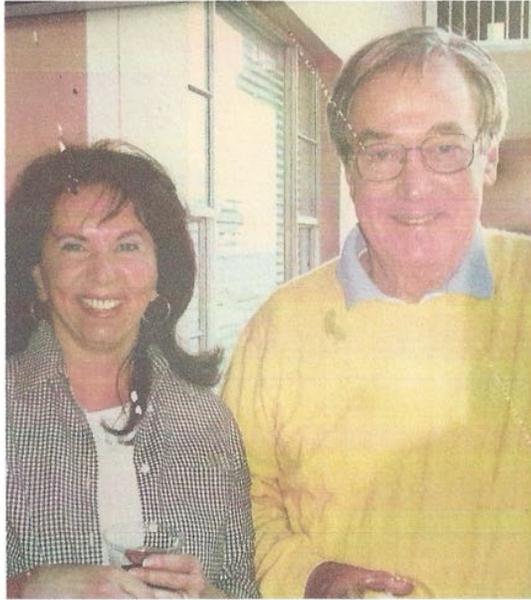
Thank you for your consideration.

Sincerely,

Jana De Gregoris

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JAN 14 2026



Dear Neighbors,

I have decided to continue on the board. I hope I can rely on your friendship and our work together to support me.

As to those who are new to our neighborhood, I want to introduce myself. My relationship with this wonderful building started almost 30 years ago. This was my husband's dream place. Unfortunately, he passed in December 2021. It was then that I became more involved in Highland Towers. I attended the meetings and was somewhat disappointed in what was taking place.

I have a long history of sitting on Boards. I was the President of Gilda's Club, a not-for-profit Cancer Support Group. I was the President of Bayonne Medical Center. I was the President of my local School Board. I have been on a College Board for 15 years. I am presently on the Woodrow Wilson Center Board in DC. This is a short bio emphasizing my board experience. I certainly have done more, including a life filled with a large family of 7 children and 21 grandchildren.

I share this board experience with you because my concern about what was happening on the Board and the discourse was not what I would want for my husband's Happy Place. It was my experience that told me there needs to be more participation from shareholders.

I have not had as much time spent at Highland Towers as I would have loved. I have a large family and I'm called to duty often, but I'm always available to the Board and I would like to think that this Board is doing all it can to move forward collectively.

I would be honored to continue to be your voice. Please call me if you want to discuss any specific issues. I would welcome the conversation.

Sincerely,
Ruth

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JAN 30 2025

January 30, 2026

**Vito & Pearl Licata
2921 S Ocean Blvd.
Unit 104
Highland Beach, FL 33487**

Fellow Shareholders,

I have been a long-time shareholder (22 years) of Highland Towers, with 11 years of Board experience and having served 2 times as our President.

I have been self-employed as a plumbing contractor (licensed plumbing contractor, State of Michigan) for over 35 years and have employed as many as 50 employees (pre-Covid) during my time as the owner of Dover Grease Traps & Environmental Services. Our company has performed environmental work at various military facilities around the country, as well as servicing the entire State of Michigan for plumbing and liquid waste removal.

I have compiled a great deal of knowledge of our building during my tenure on the Board of Directors.

I am respectfully asking for your vote so together we as a community can continue to keep our building beautiful.

Respectfully Submitted,



Vito (Bill) Licata

RECEIVED

JAN 30 2025