



**City of Miami Springs, Florida**  
Disability Advisory Board  
Regular Meeting Minutes  
Thursday, October 9, 2025, 4:00PM  
City Hall Council Chambers  
201 Westward Drive, Miami Springs, FL

**1. Call to Order/Roll Call:**

The meeting was called to order at 4:11 P.M.

Present: Board Member Michael Windrem  
Board Member Theodore Karantsalis  
Board Member Carlos Gueits

Absent: Board Member Catherine Stadnik  
Board Member Michael Kobiakov

Also Present: Public Works Director Juan Pena  
Assistant Public Works Director Lizette Fuentes  
Board Secretary Sandra Duarte

**2. Approval of the Minutes:**

- a. November 14, 2023 – Regular Meeting

Minutes will be approved administratively due to missing members.

**3. Public Comments:**

No comments received.

**4. Old Business:**

None.

**5. New Business:**

- a. Appropriating the 2024 funds from the Miami-Dade County for Disabled Permit Parking Fines

Board Member Windrem summarized the funds provided by the Miami-Dade County Parking Fines Reimbursement Program for 2024 to be \$1,894.23. Director Pena introduced himself to the board and explained that the funds would be used to refresh the ADA parking at the circle by restriping the existing spaces.

**Board Member Guiets moved to approve the allocated funds of \$1,894.23 to the restriping of the ADA spaces as selected by the Public Works Department. Board Member Karantsalis seconded the motion which carried on a 3-0 voice vote.**

b. Selection of the Chair

Board Member Windrem expressed how the previous Chair, Elizabeth Fisher, was a fantastic and hard-working individual. He thanked her for her time in serving this Board and wishes her the best in her future endeavors.

**Board Member Windrem moved to appoint himself as the new Chair. Board Member Karantsalis seconded the motion which carried on a 3-0 voice vote.**

Chair Windrem reminded the board of their duties as an advisory role, and he thanked the public works department and all city staff for their good work. He also urged for any board member to reach out to city staff at any time with any concerns and the city would be happy to assist.

**6. Updates from Board Members & Preparation of Agenda for the Next Meeting:**

Board Member Karantsalis took a moment to thank the Public Works, Recreation, City Manager's and City Clerk's Department for all of the good work they've done for the City for ADA compliance.

**The next meeting will be set as needed.**

**7. Adjourn**

There being no further business the meeting was adjourned at 4:21 P.M.

Respectfully Submitted:

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Sandra Duarte, Board Secretary

Adopted by the Board on

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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Michael Windrem, Chair

Words ~~-stricken through-~~ have been deleted. Underscored words represent changes. All other words remain unchanged.

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*“The comments, discussions, recommendations and proposed actions of City Citizen Advisory Boards do not constitute the policy, position, or prospective action of the City, which may only be established and authorized by an appropriate vote or other action of the City Council”.*

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