



Florida Commission on Ethics
P.O. Drawer 15709, Tallahassee, Florida 32317-5709
"A Public Office is a Public Trust"

FLORIDA
COMMISSION ON ETHICS

APR 08 2026

COMPLAINT

26-146

RECEIVED
ORIGINAL

1. PERSON BRINGING COMPLAINT:

Name: Madelin Casiano Telephone: 407-624-7811
Address: 1495 Falcon trace circle Apt 105
City: Kissimmee County: Osceola State: FL ZIP: 34746

2. PERSON AGAINST WHOM COMPLAINT IS BROUGHT:

Use a separate complaint form for each person against whom you are filing a complaint.

Name: Janette Martinez Telephone: 407-414-7311
Address: 101 Church Street City Hall
City: Kissimmee County: Osceola State: FL ZIP: 34741
Title of office or position held or sought: Kissimmee Commissioner Seat 4

3. STATEMENT OF FACTS:

Please provide a full explanation of your complaint, describing the facts and the actions of the person named above and why you believe he or she violated the law, and include a statement of how you became aware of these facts. Include relevant dates and the names and addresses of people whom you believe may be witnesses. Please do not submit more than 15 pages, including this form. Please do not submit video or audio tapes, CD, DVDs, flash drives, or other electronic media; such material will not be considered part of the complaint and will be returned.

4. OATH:

I, the person bringing this complaint, do swear or affirm that the facts set forth in the foregoing complaint and attachments thereto are true and correct to the best of my knowledge and belief.

STATE OF Florida
COUNTY OF Polk

Sworn to (or affirmed) and subscribed before me by
means of ☒ physical presence or ☐ online notarization,
this 07 day of April, 20 26,
by Madelin Casiano
(name of person making statement)

[Signature]
SIGNATURE OF COMPLAINANT

[Signature]
(Signature of Notary Public)



KIMBERLY HINES
Notary Public
State of Florida
Comm# HH485221
Expires 1/24/2028

Kimberly Hines HH485221 01-24-2028
(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known _____ OR Produced Identification ☒
Type of Identification Produced: DIVERSIFICASE



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4. OATH:

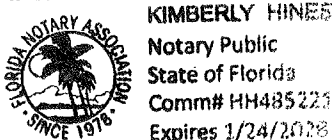
I, the person bringing this complaint, do swear or affirm that the facts set forth in the foregoing complaint and attachments thereto are true and correct to the best of my knowledge and belief.

STATE OF Florida
COUNTY OF Polk

Sworn to (or affirmed) and subscribed before me by
means of ☒ physical presence or ☐ online notarization,
this 07 day of April, 20 26,
by Madelin Casiano
(name of person making statement)

Kimberly Hines HH485221 01-24-2028
(Signature of Notary Public)

[Signature]
SIGNATURE OF COMPLAINANT



Kimberly Hines
(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known _____ OR Produced Identification ☒
Type of Identification Produced: Driver's License

Narrative Statement of Facts

On Friday, January 30, 2026, I, Madelin Casiano Gomez, submit this formal ethics complaint against Kissimmee City Commissioner Janette Martinez ("Martinez") for violating of Florida Statutes §112.3143(3)(a). This complaint arises from Commissioner Martinez's recusal from voting on Agenda Item 8A during the January 20, 2026, Kissimmee City Commission Meeting and failing to comply with FSS 112.3143(3)(a) by failing to publicly state the NATURE of her interest in the matter per the law.

On January 20, 2026, during Agenda 8A discussion which an appeal was filed by the Kissimmee City Manager regarding Conditional Use Permit – CU-25-0004 at the Kissimmee City Commission meeting.

At approximately 32 minutes and 34 seconds into the video recording, Commissioner Martinez stated:

"I am going to be recusing myself from voting on this item. I've already signed the form, I've got legal counsel from our city attorney and provided the document to our city clerk."

Clear language of the law required Commissioner Martinez to publicly state out loud, before the abstention the relationship or interest creating the conflict and how it relates to the agenda item.

Commissioner Martinez's statement was non-complaint and a violation of FSS 112.3143(3)(a).

Signed:



Madelin Casiano Gomez

LIST OF ATTACHED DOCUMENTS/LINKS

VIDEO LINKS

- (a) January 20, 2026 – Kissimmee City Commission Meeting Video Link
 - a. <https://kissimmee.fl.portal.civicclerk.com/event/2380/media>

Narrative Statement of Facts

On Friday, January 30, 2026, I, Madelin Casiano Gomez, submit this formal ethics complaint against Kissimmee City Commissioner Janette Martinez (“Martinez”) for misuse of public position in violation of Florida Statutes §112.313(6). This complaint arises from Commissioner Martinez’s actions in using her elected office and official influence to obtain special benefits for herself and her business partner and best friend, Lisandra Roman (“Roman”), related to the approval of food truck operations at Roman’s property located at 1985 South John Young Parkway, Kissimmee, Florida 34741.

The subject property’s existing zoning designation does not permit food trucks as a permanent or semi-permanent use. Temporary Special Events Permit, which is explicitly intended to authorize short-term, time-limited activities and cannot lawfully be converted into a permanent land-use entitlement.

On December 17, 2024, at approximately 11:11 a.m., Kissimmee Development Services Director Craig Holland emailed Roman suggesting the use of a Special Events Permit and further recommending pursuit of a conditional use permit following a prior discussion. This recommendation conflicted with Florida law, which does not allow a temporary or non-compatible use to serve as the basis for a permanent zoning entitlement.

Despite this limitation, on January 9, 2025, Roman obtained a Special Events Permit allowing food trucks on the property. The permit, which is attached to this complaint, did not authorize a permanent or semi-permanent use and did not alter the property’s underlying zoning.

Subsequently, Roman, with the active involvement and support of Commissioner Martinez, filed Conditional Use Permit application CU-25-0004. The application improperly relied upon the previously issued Special Events Permit as justification to grant a permanent conditional use allowing food trucks on the property in perpetuity until a future change in ownership.

Florida law does not permit a temporary, or special events permit to be “bootstrapped” into a permanent land-use entitlement. Nevertheless, the conditional use process was utilized to advance this request through the City’s Planning Advisory Board, an unelected body, rather than through the Kissimmee City Commission. This procedural path effectively circumvented Commission review and avoided the mandatory recusal of Commissioner Martinez due to her personal and financial conflicts of interest.

During the application process, city staff verbally communicated concerns to city leadership that Commissioner Martinez attended the required pre-application meeting and was routinely included in email correspondence between the applicant and Development Services staff. This conduct created concern among staff regarding undue influence.

These concerns were publicly confirmed during the September 3, 2025, Kissimmee City Commission meeting. At approximately 1 hour, 39 minutes, and 1 second into the meeting video, Development Services Director Craig Holland made the following statement on the record:

"There are things that happen in the process that I am not even going to talk about that influences staff or make staff worry about their jobs and I'll just leave it at that. So, you understand that, and you can talk to me later about that, I'll talk to you about that, but things happen that staff is terrified for their jobs. And I do NOT make comments lightly."

This statement, when considered alongside ongoing communications between Roman, staff, and Commissioner Martinez, demonstrates that city staff felt intimidated and influenced during the permitting process involving Martinez's close personal associate.

On October 7, 2025, during a Kissimmee City Commission meeting at approximately 1 hour, 57 minutes, and 15 seconds into the recorded video, Commissioner Martinez publicly acknowledged her personal relationship with the applicant, stating:

"So just for the record, I'd like to clarify the comment that was issued earlier today. I'm an open book, everybody knows that, and I know that a video should be provided, so I think it's only fair to say my address on record, 1606 Sunny Street, Kissimmee, Florida 34741. So that this can be provided, Lisandra Roman is my best friend, it's not a secret."

Public property records confirm that the residence listed by Commissioner Martinez at 1606 Sunny Street, Kissimmee, Florida 34741, is owned by Lisandra Roman, further establishing their close personal and financial connection.

Additional evidence demonstrates a business relationship between Martinez and Roman. On September 27, 2025, Commissioner Martinez posted on her Facebook account under the name "Jini Martinez" promoting food truck activity at Roman's business location, stating:

"NOW ARRIVING AT THE FOOD TRUCK SPOT @ EL JIBARITO, COQUI KITCHEN."

Lechonera El Jibarito is owned by Roman, while Coqui Kitchen is owned by Martinez. Attached documentation includes Sunbiz fictitious name filings, Florida Department of Business and Professional Regulation licensing records, and Sunbiz corporate filings showing an active Florida not-for-profit corporation filed on May 30, 2025, listing both Martinez and Roman as corporate officers.

On January 20, 2026, during Agenda 8A discussion which an appeal was filed by the Kissimmee City Manager regarding Conditional Use Permit – CU-25-0004 at the Kissimmee City Commission meeting.

At approximately 32 minutes and 34 seconds into the video recording, Commissioner Martinez stated:

"I am going to be recusing myself from voting on this item. I've already signed the form, I've got legal counsel from our city attorney and provided the document to our city clerk."

This admission confirms that Commissioner Martinez recognized the existence of ethical conflicts requiring formal recusal. However, by that time, the conditional use permit process had already been utilized in a manner that avoided City Commission review entirely.

City precedent further demonstrates the impropriety of this process. The City of Kissimmee previously approved a food truck park at the Mill Creek Mall, which required a zoning change and Planned Unit Development approval through formal City Commission action. The subject property was not subjected to the same legal process.

Based on the foregoing facts, Commissioner Martinez used her public position to influence city staff, participated in and benefited from an improper permitting process, and secured special privileges unavailable to the general public. These actions provided direct financial benefit to both Martinez, through her business Coqui Kitchen, and Roman, as the property owner and business partner.

Such conduct constitutes misuse of public position under Florida Statutes §112.313(6), which prohibits public officials from using their official position to secure special privileges, benefits, or exemptions for themselves or others.

Signed:

A handwritten signature in dark ink, appearing to read 'M. Casiano', is written over a horizontal line.

Madelin Casiano Gomez

LIST OF ATTACHED DOCUMENTS

Attachment 1: December 17, 2024, Email

Attachment 2: Copy of Special Events Permit – CU-25-0004

Attachment 3 – Email Documentation showing ROMAN including MARTINEZ into the process with staff.

Attachment 4 – SunBiz Documentation

Attachment 5 – DBPR Documentation

Attachment 6 - Sunbiz Documentation for shared Not For Profit with ROMAN and MARTINEZ

Attachment 7 – Social Media Posts

VIDEO LINKS

- (a) September 3, 2025 – Kissimmee City Commission Meeting Video Link
 - a. <https://kissimmeefl.portal.civicclerk.com/event/2218/media>
- (b) October 7, 2025 – Kissimmee City Commission Meeting Video Link
 - a. <https://kissimmeefl.portal.civicclerk.com/event/2219/media>
- (c) January 20, 2026 – Kissimmee City Commission Meeting Video Link
 - a. <https://kissimmeefl.portal.civicclerk.com/event/2380/media>

Attachment 1 - Dec 17, 2024 email

From: Craig Holland <CRAIG.HOLLAND@kissimmee.gov>
Sent: Tuesday, December 17, 2024 11:13 AM
To: Mike Steigerwald <MIKE.STEIGERWALD@kissimmee.gov>; Olga Sanchez de Fuentes <OLGA.SANCHEZDEFUENTES@kissimmee.gov>; Janette Martinez <Janette.Martinez@kissimmee.gov>
Cc: Desiree Matthews <DESIREE.MATTHEWS@kissimmee.gov>; Austin Blake <austin.blake@kissimmee.gov>
Subject: FW: Food trucks at your restaurant

I sent the e-mail below to Lisandra Roman this morning.

Just an FYI. We will move forward with this process if she decides that is what she wants to do.

Thank you.

Craig Holland, AICP
Development Services Director
101 Church Street
Suite 200A
Kissimmee, FL 34741
(o) 407-518-2148
Craig.holland@kissimmee.gov

CITY OF
KISSIMMEE
1883



From: Craig Holland
Sent: Tuesday, December 17, 2024 11:11 AM
To: lisandraroman0@gmail.com; Cristian Arias <Cristian.Arias@kissimmee.gov>
Cc: Brenda Ryan <BRENDA.RYAN@kissimmee.gov>
Subject: Food trucks at your restaurant

Lisandra

I was discussing your situation with the Planners in my office, and they came up with a way that works better than what Mike, and I suggested.

Using the following section of Code, you can apply for a Conditional Use Permit for food trucks.

14-6-28. - Special events.

Special events, as defined in this Code, are allowed as a temporary use subject to the following conditions:

B. The temporary use of any one site for special events shall be limited to 30 days per calendar year for multi-tenant sites and 20 days per calendar year for single-tenant sites, unless specifically authorized through conditional use and site plan approval.

I have added Cristian Arias to this e-mail. You can work with him directly to apply for the Conditional Use Permit and go through the process.

Cristian speaks Spanish if that would be helpful.

This process does not have to go to the City Commission, just the Planning Advisory Board.

Cristian will reach out to you, and you can get the process started.

Thanks you.

Craig Holland, AICP
Development Services Director
101 Church Street
Suite 200A
Kissimmee, FL 34741
(o) 407-518-2148
Craig.holland@kissimmee.gov



SPECIAL EVENT WITH SALES PERMIT

DATE OF ISSUANCE: January 9, 2026

PERMIT # CU-25-0004

APPLICANT: Lisandra Roman
 1985 S John Young Pkwy
 Kissimmee, FL 34741



DATE & HOURS OF EVENT: Wednesdays to Sundays from 7 pm to 12 pm starting January 9th

LOCATION OF EVENT: 1985 S John Young Pkwy, Kissimmee, FL 34741

DESCRIPTION OF EVENT: **Outdoor sales from vehicles as part of a special event at Lechonera el Jibarito.**

THIS APPROVAL IS SUBJECT TO THE FOLLOWING CONDITIONS:

1. Call for a Fire Inspection at 407-518-2202 twenty-four (24) hours in advance of the event.
2. The hours of operation for this special event for outdoor sales from food trucks is: Wednesday to Sunday from 7 pm to 12 pm. No outdoor sales from food trucks shall occur outside of these hours of operation.
3. This special event approval for outdoor sales from food trucks is valid for 90 days only. This Special Event must come back to the Development Review Committee (DRC) to consider a renewal, and/or different hours/days. Land Development Code Section 14-6-28. This renewal will come back to a DRC Meeting on April 7th, 2026.
4. No food trucks, food trailers, or other materials associated with the Special Event may be stored or parked on-site outside of the approved special event hours of operation. A parking agreement may be necessary with surrounding parcels if the parking for the special event is insufficient and poses safety hazard not deemed suitable.
5. No more than the 6 food trucks per night is permitted at this special event.
6. No more than the 6 tents with table and chairs per night is permitted at this special event.
7. The use of any public address or sound projection system shall be prohibited between the hours of 10:00 p.m. and 7:00 a.m., and shall not project sound onto adjacent streets or residential areas, and shall comply with the noise control provisions of Chapter 22, Article II of the Code of Ordinances. No amplified sound equipment is allowed after 10 pm.
8. A copy of all applicable permits and the approved Special Event permit, shall be posted on site in a prominent location during the event and shall be made available for presentation upon request. Failure to obtain proper permits and failure to comply with all applicable code requirements and the conditions of the special event permit shall invalidate the approval and may result in a daily fine and the forfeiture of future event dates.
9. Please be advised that the City reserves the right to limit, alter, or deny special events at any time. The City may deny a special event permit application if it is determined that the activity will adversely impact neighboring businesses or residents, impose a safety hazard, create a noise disturbance that is not appropriate for the location, place the City in a position of liability, or overextends the City's ability to provide services. The City may limit the duration of the event, including the hours of the event and the number of days it may be conducted, to minimize adverse impact caused by the activity that the City cannot manage. Also, be advised that the conditional use shall not unreasonably impact the character of the surrounding area (particularly residential areas) due to the types of activities, intensity of development, placement of facilities, or other factors. Particular attention shall be given to safety, aesthetics, noise, lightning, odors, vibration, and related impacts per LDC Section 14-3-29(F)(3).
10. Alcohol sales is strictly prohibited from being sold or consumed during the special event hours of operation.
11. Event organizers shall be responsible for any outside food vendors. For special events with food vendors, the event organizer shall:
 - a. Provide a list of all food vendors and verification of their Florida Department Agriculture and Consumer Services (FDACS) food permit to the City. This list must include all vendors anticipated to participate in the event, as well as a list of alternates that may be substituted in the event an individual vendor is unable to

- participate. Failure to comply with this requirement will result in vendors being barred from participation in the scheduled event;
- b. Require each vendor to provide their own garbage bags and to keep the area around the vendor's booth clean;
12. Trash cans shall be placed throughout the event area. Immediately after the event, the applicant shall clean the site, adjacent site(s) and rights-of-way of any debris from the event.
13. Every food truck must have a current Business License with the City.

GENERAL FIRE SAFETY

14. No person shall place or keep any post, fence, vehicle, growth, vegetation, trash or storage of other materials that would obstruct a fire hydrant or fire protection appliance and hinder or prevent its immediate use by fire department personnel. FFPC NFPA 1, Chapter 18, Section 18.3, Sub-division 18.3.3.3.1
15. No storage or handling of flammable or combustible liquids or gases shall be permitted at any location where it could jeopardize egress.
16. A licensed/tagged fire extinguisher (2A10BC) must be placed within the tents. The fire extinguishers must be hung between 4 inches and 5 feet off the ground.
17. A minimum of 10 feet clearance around the tent must be maintained free of flammable and combustible materials and vegetation. The clearing work shall be accomplished to the satisfaction of the AHJ prior to the erection of such a tent. The premises shall be kept free from such flammable or combustible materials during the period for which the premises are used by the public. FFPC NFPA 1, Chapter 25, Section 25.2.4.1
18. If tent flaps are used in the down positions, please provide exit signs where the tent flaps come together. Means of egress shall be marked in accordance with Section 7.10.1.1 where required in Chapter 11 through 42.
19. No cooking under tents. All cooking equipment shall have a minimum 10-foot clearance from tent and not infringe on egress from tent. FFPC NFPA 1, Chapter 50, Section 50.2.9.
20. No Open Flame Devices or Pyrotechnics inside tents. This includes PORTABLE PROPANE HEATERS.
21. Decorative or acoustical materials as outlined in NFPA 1, 13.7.4.3.6 such as hay, paper, straw, wood chips, shavings, foams, and plastics are strictly prohibited unless flame retardant and approved by the Fire Marshal's Office.
22. Vehicle parking, display, or use inside the structures is not permitted without prior review and approval by the Fire Marshal.
23. The AHJ shall be permitted to regulate all outdoor events such as carnivals and fairs as it pertains to access for emergency vehicles, access to fire protection equipment, placement of stands, concession booths, and exhibits, and the control of hazardous conditions dangerous to life and property. FFPC, NFPA 1, Uniform Fire Code, Florida 2009 edition, Chapter 10, Section 10.15.2.
24. Please provide clear access to and inside the event for emergency personnel. Access and egress routes shall be maintained so that crowd management, security, and emergency medical personnel are able to reach any individual at any time, without undue hindrance. FFPC, NFPA 101, Life Safety Code, Florida 2009 edition, Chapter 12, Sub-section 12.2.5.4.3.
25. Trash cans shall be placed throughout the event area. Immediately after the event, the applicant shall clean the site, adjacent site(s) and right-of-ways of any debris from the event.
26. All applicable code requirements of the City of Kissimmee Code of Ordinances and conditions of approval shall be adhered to at all times. Failure to comply with the City of Kissimmee Code of Ordinances could result in re-evaluation of this special event request with possible revocation.
27. A copy of all applicable permits, the approval letter, and the approved site sketch shall be posted on site in a prominent location during the event and shall be made available for presentation upon request. Failure to obtain proper permits and failure to comply with all applicable code requirements of the City of Kissimmee Code of Ordinances and the conditions of the permit shall invalidate the approval and could result in a maximum fine of \$250 per day.

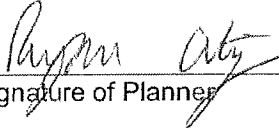
THIS PERMIT IS VALID ONLY FOR THE DATE, HOURS, LOCATION AND EVENT LISTED ABOVE. FAILURE TO COMPLY WITH ALL APPLICABLE CODE REQUIREMENTS OF THE CITY OF KISSIMMEE CODE OF ORDINANCES AND THE CONDITIONS OF THIS PERMIT AS LISTED ABOVE SHALL INVALIDATE THIS PERMIT, COULD RESULT IN A MAXIMUM FINE OF \$250 PER DAY AND MAY IMPACT FUTURE EVENT APPROVALS FOR THIS PROPERTY/ENTITY.

THIS PERMIT SHALL BE KEPT ON SITE IN A PROMINENT LOCATION DURING THE EVENT AND SHALL BE MADE AVAILABLE FOR PRESENTATION UPON REQUEST

Signature of Applicant

Printed Name of Applicant

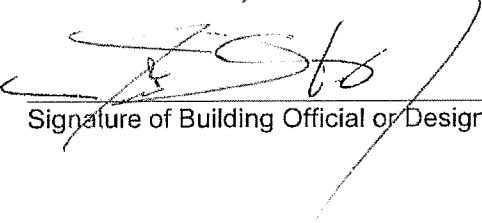
Date



Signature of Planner

01/09/2026

Date



Signature of Building Official or Designee

01/09/2026

Date

Attachment 3 - Email

From: Cristian Arias <Cristian.Arias@kissimmee.gov>
Subject: RE: Food Truck Special Event Information
To: Craig Holland <CRAIG.HOLLAND@kissimmee.gov>; Lisandra Roman <lisandraroman0@gmail.com>; Janette Martinez <Janette.Martinez@kissimmee.gov>; Mike Steigerwald <MIKE.STEIGERWALD@kissimmee.gov>
Cc: Doug Etheredge <DOUG.ETHEREDGE@kissimmee.gov>
Sent: March 7, 2025 9:08 AM (UTC-05:00)
Attached: conditional-use-submittal-requirements-checklist.pdf

Good morning Lisandra,

The CU application for your food truck event is currently under review by City staff, as you can see in your portal. These departments have their own requirements. This is the first round of review, so please expect comments back, some will require a resubmittal if there is a question on a certain element or detail for the proposed food truck special event. You will receive all department comments on the project deadline, which is on 3/26/2025. These comments from city departments will appear on the Energov portal for you to view and/or review. Once this occurs, a second round will initiate addressing all these comments, either yourself or the engineer or design professional you are working with.

Hopefully, this makes sense. This will be a process. I have included the City of Kissimmee Conditional Use process to provide you with the idea of how the city works internally and the timelines.

I will continue to work with you on this process.

Should you have any questions, please do not hesitate to contact me.

Cristian I. Arias
Senior Planner
City of Kissimmee

101 Church Street, Suite 110
Kissimmee, FL 34741
407.518.2373
Cristian.Arias@kissimmee.gov



From: Craig Holland <CRAIG.HOLLAND@kissimmee.gov>
Sent: Friday, March 7, 2025 8:54 AM
To: Lisandra Roman <lisandraroman0@gmail.com>; Cristian Arias <Cristian.Arias@kissimmee.gov>; Janette Martinez <Janette.Martinez@kissimmee.gov>; Mike Steigerwald <mike.steigerwald@kissimmee.gov>
Cc: Doug Etheredge <DOUG.ETHEREDGE@kissimmee.gov>
Subject: Re: Food Truck Special Event Information

Cristian will be responding to you on this.

Craig Holland, AICP
Development Services Director

101 Church Street
Suite 200A
Kissimmee, FL 34741

407-518-2148
Craig.Holland@Kissimmee.gov

www.Kissimmee.gov

From: Lisandra Roman <lisandraroman0@gmail.com>
Sent: Thursday, March 6, 2025 9:59 AM
To: Cristian Arias <Cristian.Arias@kissimmee.gov>; Craig Holland <Craig.holland@kissimmee.gov>; Janette Martinez <Janette.Martinez@kissimmee.gov>; Mike Steigerwald <mike.steigerwald@kissimmee.gov>
Subject: Re: Food Truck Special Event Information

EXTERNAL EMAIL: This email originated from outside of the organization. DO NOT REPLY, CLICK LINKS, or OPEN ATTACHMENTS unless you recognize the sender and know the content is safe

Good morning,

I was checking on the status of the application and I noticed resubmit in red from fire department. Is there anything else I need to submit ?

14

**❗ Fire • Requires Resubmit • Alessa
Chris • Completed : 02/27/2025**

03/26/2025

02/27/2025

**✅ Aviation • Approved • Senorans
Ramon • Completed : 02/27/2025**

Police • In Review • Flanary Jack • [
: 03/26/2025

Planning/Zoning • In Review • Altize
Ryan • Due : 03/26/2025

Osceola County School District • In
Review • Smith Kayla • Due :
03/26/2025

Engineering • In Review • Kilman Ry:
• Due : 03/26/2025

Building • In Review • Hernandez Ju:
C • Due : 03/26/2025



jovweb.kissimmee.gov

Please let me know what else is needed.
I really appreciate your assistance.
Have a blessed day.

Lisandra Roman.

On Feb 19, 2025, at 4:07 PM, Lisandra Roman <lisandraroman0@gmail.com> wrote:

No problem, thank you so much for your assistance, i totally understand you are busy. I will start the process and ill call you or email if i get stuck.
Have a blessed day.

Lisandra Roman

Sent from my iPhone

16

On Feb 19, 2025, at 4:01 PM, Cristian Arias <Cristian.Arias@kissimmee.gov> wrote:

Good afternoon Ms. Roman,

Please accept my most sincere apology for the late response. Here is the information on how to create an account using our Energov System. Please note that all City applications are digitally done through Energov.
[CSS \(Citizen Self Service\) Portal - Creating an Account | Scribe](#)

The link below will show you how to apply for a permit:
[CSS \(Citizen Self Service\) Portal - How to Apply | Scribe](#)

Once you are logged in the Energov portal, you will apply under the Planning and Zoning applications

<image001.png>

Please apply for the Conditional Use application:

<image002.png>

Under this application you will describe the conditional use for a food truck special event. Here you will describe the time frame you would like to apply for. Also, here is where you will upload the site plan that we worked on.

Hope this information is helpful to get the process started.

Should you have any questions, please do not hesitate to contact me.

Cristian I. Arias
Senior Planner
City of Kissimmee

101 Church Street, Suite 110
Kissimmee, FL 34741
407.518.2373

Cristian.Arias@kissimmee.gov

<image009.png>

<image010.png>

<image011.png>

<image012.png>

<image013.png>

<image014.png>

<image015.png>

From: Lisandra Roman <lisandraroman0@gmail.com>

Sent: Monday, February 17, 2025 4:34 PM

To: Cristian Arias <Cristian.Arias@kissimmee.gov>

Subject: Re: Food Truck Special Event Information

EXTERNAL EMAIL: This email originated from outside of the organization. DO NOT REPLY, CLICK LINKS, or OPEN ATTACHMENTS unless you recognize the sender and know the content is safe

Hello, I want to Start the application but how do i get to the page you showed conditiobal use

On Feb 10, 2025, at 2:19 PM, Lisandra Roman <lisandraroman0@gmail.com> wrote:

Sent from my iPhone

Begin forwarded message:

From: Cristian Arias <Cristian.Arias@kissimmee.gov>

Date: February 10, 2025 at 12:55:37 PM EST

To: Lisandra Roman <lisandraroman0@gmail.com>, Craig Holland <CRAIG.HOLLAND@kissimmee.gov>, Brenda Ryan <BRENDA.RYAN@kissimmee.gov>

Subject: RE: Food Truck Special Event Information

Good morning,

The next step is to file a conditional use with site plan application to begin the process. Please note that the review for this application will be based on the special event criteria, which I will include as part of this email. Please ensure to include as much detailed information regarding the event while filing out the conditional use w/site plan application, following the special event criteria.

This is the application you are required to fill out to start the process:

<image008.png>

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Here are the special event criteria per City of Kissimmee Land Development Code Section 14-6-28:

1. 14-6-28. - Special events.

Special events, as defined in this Code, are allowed as a temporary use subject to the following conditions:

- A. Shall only be allowed in non-residential zoning districts, multiple family housing developments and in non-profit sites in residential districts.
- B. The temporary use of any one site for special events shall be limited to 30 days per calendar year for multi-tenant sites and 20 days per calendar year for single-tenant sites, unless specifically authorized through conditional use and site plan approval.
- C. No special event shall be permitted on a site unless adequate site improvements including paved vehicular access and parking are present. All special events and host sites shall comply with the minimum parking standards outlined in section 14-7-22.
- D. Setbacks from property lines shall be governed by the zoning district in which such event is taking place.
- E. The use of any public address or sound projection system shall be prohibited between the hours of 10:00 p.m. and 7:00 a.m., shall not project sound onto adjacent streets or residential areas, and shall comply with the noise control provisions of chapter 22, article II of the Code of Ordinances. The use of any public address system or sound projection system may be prohibited after due warning from the city. Based on the severity of the violation of the provisions of chapter 22, article II of the Code of Ordinances, the temporary sales event may be closed immediately by order of city staff.
- F. Signage for special events shall comply with the standards listed in chapter 14-11 and shall be limited to two of the following:
 1. One 21 square foot banner sign.
 2. One cold air balloon.
 3. One eight square foot temporary sign.
- H. A special event permit application shall be obtained from the development services - planning division in accordance with the DRC schedule and at least 30 days prior but no more than 180 days prior to the desired date of the event. All permit applications shall be submitted to the department in accordance with and accompanied by the following:
 1. An application fee in accordance with the applicable development review fee schedule; non-profit organizations or charitable institutions shall be exempt from payment of such fee, provided that documentation of tax-exempt status is provided.
 2. A completed special event application including a schedule of events, specific portions of requested right(s)-of-way to be closed, and all items associated with the requested event.
 3. A site sketch showing location of the proposed event, tents, temporary structures, location of barricades, life safety plan, emergency vehicle access, and signage proposed and the location of all existing site improvements, including parking lot striping, sidewalks, fire department connections, fire hydrants, and intersecting streets.
 4. Written authorization from the owner of the host site, allowing the special event and dates requested to occur and letters of authorization from all affected property owners adjacent to portions of streets to be closed.
 5. If street closures are proposed, proof of liability insurance in the amount of \$1,000,000.00 shall be provided to cover the event. This liability insurance shall cover the entire portion of the right-of-way, including sidewalks, to be used in conjunction with the event.
 6. A cash deposit or bond to cover any clean up or repairs to the right(s)-of-way caused by the event shall be provided. The amount of deposit or bond will be determined by the city after evaluating the application and determining the size [of] the event and the right(s)-of-way impacted and must be submitted prior to permit issuance. Should necessary repairs or cleaning costs exceed this amount, no further event permits will be issued until the balance has been paid to the city.
 7. Any other documentation necessary to determine the appropriateness of the application as requested by the department.
 8. Permit issuance shall constitute approval to conduct the event and covers any temporary signage, balloon or tents requested as part of the application, subject to the standards contained herein, the information provided on the application and site sketch, any conditions set by the DRC, as well as any applicable codes or ordinances. The DRC's decision may be appealed to the city commission following recommendation of the planning advisory board.
- I. No more than two permits for streets closures within a one-mile radius shall be granted at any given time. No street closures associated with a private special event shall occur on Broadway. The city reserves the right to deny street closure requests based on safety, welfare and other events.
- J. A copy of all applicable permits, the approval letter, and the approved site sketch shall be posted on site in a prominent location during the event and shall be made available for presentation upon request. Failure to obtain proper permits and failure to comply with all applicable code requirements of the Code of Ordinances and the conditions of the permit shall invalidate the approval and may result in a daily fine and the forfeiture of future event dates.
- K. The city reserves the right to limit, alter, or deny special events at any time. The city may deny a special event permit application if it is determined that the activity will adversely impact

neighboring businesses or residents, impose a safety hazard, create a noise disturbance that is not appropriate for the location, place the city in a position of liability, or overextends the city's ability to provide services. The city may limit the duration of the event, including the hours of the event and the number of days it may be conducted, to minimize adverse impact caused by the activity that the city cannot manage. If the city fails to notify the applicant of a decision within 25 days of filing an application it shall be deemed denied.

(Code 1995, § 14-2-67; Ord. No. 3034, § 1(14-6-28), 8-4-2020)

Please ensure to include as much information that applies to the requirements described above to your proposal.

Should you have any questions, please do not hesitate to contact me.

Cristian I. Arias
Senior Planner
City of Kissimmee

101 Church Street, Suite 110
Kissimmee, FL 34741
407.518.2373

Cristian.Arias@kissimmee.gov

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<image011.png>

<image012.png>

<image013.png>

<image014.png>

<image015.png>

From: Lisandra Roman <lisandraroman0@gmail.com>

Sent: Monday, February 10, 2025 10:23 AM

To: Cristian Arias <Cristian.Arias@kissimmee.gov>; Craig Holland <Craig.holland@kissimmee.gov>; Janette Martinez <Janette.Martinez@kissimmee.gov>; Mike Steigerwald <mike.steigerwald@kissimmee.gov>; Brenda Ryan <BRENDA.RYAN@kissimmee.gov>

Subject: Fwd: Food Truck Special Event Information

EXTERNAL EMAIL: This email originated from outside of the organization. DO NOT REPLY, CLICK LINKS, or OPEN ATTACHMENTS unless you recognize the sender and know the content is safe

Sent from my iPhone

Begin forwarded message:

From: Lisandra Roman <lisandraroman0@gmail.com>

Date: February 5, 2025 at 9:18:37 AM EST

To: Christian City Of Kissimmee Bldg Dpt Arias <Cristian.Arias@kissimmee.gov>, Janette Martinez <Janette.Martinez@kissimmee.gov>, Mike Steigerwald Cell <mike.steigerwald@kissimmee.gov>, Craig Holland <CRAIG.HOLLAND@kissimmee.gov>

Subject: Re: Food Truck Special Event Information

Here is a revised version of our plan . Please let me know if this is ok to proceed with the application.

I really appreciate your assistance.

Thank you

Sent from my iPhone

On Jan 22, 2025, at 8:05 AM, Lisandra Roman <lisandraroman0@gmail.com> wrote:

Sent from my iPhone

Begin forwarded message:

From: Cristian Arias <Cristian.Arias@kissimmee.gov>

Date: January 16, 2025 at 9:59:25 AM EST

To: lisandraroman0@gmail.com

Cc: Brenda Ryan <BRENDA.RYAN@kissimmee.gov>

Subject: Food Truck Special Event Information

Good morning,

As discussed over the phone with you this week. I have checked with the building department and fire department as far as your proposal for the food truck special event. Please refer to fire and building department comments in attached emails. Also, we came up with a better solution as far as distribution, if feasible, for the food trucks, barricades and parking spaces, which are required as part of this special event, please refer to attached site plan.

Please take all of these requirements into consideration to come up with a site plan for your special event. I would strongly suggest to provide this information to your design professional to put together a good design with the suggested event and site distribution.

Should you have any questions, please do not hesitate to contact me.

Cristian I. Arias
Senior Planner
City of Kissimmee

101 Church Street, Suite 110
Kissimmee, FL 34741
407.518.2373
Cristian.Arias@kissimmee.gov

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<image020.png>
<image021.png>
<image022.png>

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<COK Special Events Pamphlet.pdf>

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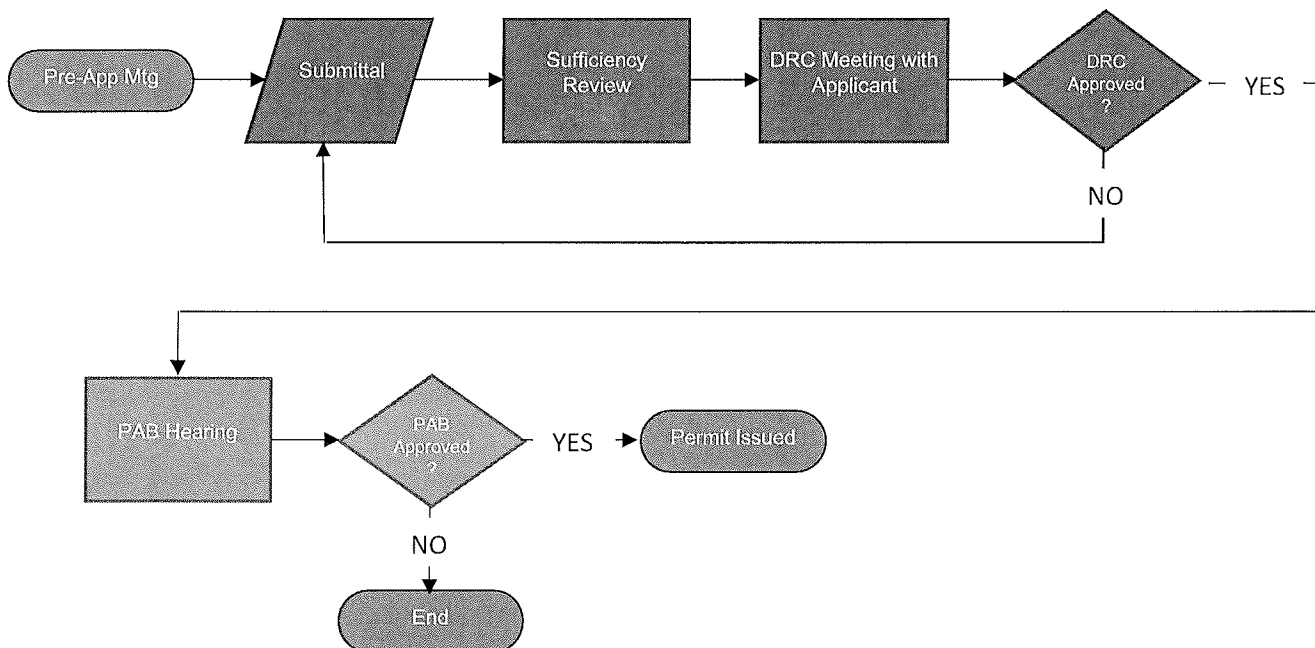
PUBLIC RECORDS NOTICE: All e-mail sent to and received from the City of Kissimmee, Florida, including e-mail addresses and content, are subject to the provisions of the Florida Public Records Law, Florida Statute Chapter 119, and may be subject to disclosure.

Conditional Use

Submittal Requirements & Checklist

A use that because of special requirements or characteristics may be allowed in a particular zoning district only after review by the Planning Advisory Board (PAB) and granting approval imposing necessary conditions to make the use compatible with other uses permitted in the same zone or vicinity. It is a two-tiered process. General review of the application and then a Planning Advisory Board hearing.

Process and Estimated Timelines:



<i>Activity</i>	<i>Details</i>	<i>Review Time</i>
Pre-Application Meeting	Informal meeting requested by applicant to exchange ideas and standards in response to information provided by the applicant regarding a potential upcoming project.	
Submittal	Formal submittal of the request by the applicant.	<i>Applicant leisure</i>

Sufficiency Review	Staff review of the submitted application, fee and associated documents and plans is complete.	<i>1 to 2 workdays</i>
Development Review Committee meeting	DRC meeting with the applicant to discuss application and applicable comments and questions.	<i>3 to 5 weeks</i>
Advertisement	State required notification period for advertisement	<i>4 to 6 weeks</i>
Planning Advisory Board Hearing	Hearing where determination will be made	
Approximate Time of Review Total**		<i>7 to 11 weeks</i>

**Dates are contingent upon submittal month, holidays, completion of previous meeting dates, and any necessary revisions and resubmittals by the applicant. Scheduled dates for Public Hearings are subject to notification requirements and may be altered due to advertising requirements. Process does not include building construction permit plans.

Fees:

Fees typically associated with this type of request include:

- Conditional Use
- Resubmittal of a revised plan after the 3rd submittal

Fees are adjusted annually based on the Consumer Price Index. Fees do not include any other request type that may be necessary for the proposal. For exact fee structure, please refer to the Development Services Fee Schedule.

General Submittal Requirements:

- Plans and documents must be electronic. Hardcopy submittals cannot be accepted.
- Plans include all disciplines in a single PDF file (survey, general, utilities, landscaping, irrigation, building renderings, etc).
- Other documents are to be submitted each as a separate PDF file.
- No PDF portfolios or packages. PDF binders are the preferred method of combining sheets. Please do not use PDF Portfolios to combine sheets. PDF Portfolios are not compatible with our permitting software, cannot be processed and will require you to submit a new set of plans/documents. Also, please do not combine pdf files that have been separately digitally signed and sealed, as this invalidates the digital signatures and does not allow for us to process the document into review.
- PDF files are not password protected. Please do not add any additional/optional security from your pdf software or certification authority. "Locking" or "Restricting" the document before you submit the file can prevent us from opening and processing the document or stamping it for approval in our software. This results in lost time for us all and may require you to submit a new set of documents.
- PDF does not contain layers or comments.
- A comment response letter indicating how and where the plans were addressed is required for resubmittals.

- All resubmitted/revisions to plans and documents must include revision notes and clouded sections of any changes.

Submittal Notes:

- Upon submittal, a sufficiency review will be performed to ensure proper application fees and documentation is provided. Reviews will not start until fees are paid and the submittal meets the requirements of the project.
- Only 1 review/revision submittals can only occur one at a time (different submittals addressing different revisions cannot happen concurrently).
- Once a submittal/upload has occurred and the plans/documents distributed for review, further uploads cannot occur and will have to wait for the next revision cycle.
- Development Services Planning Division facilitates the process. To help reduce confusion and delays, please have one contact person. If you should have any questions related to a department comment or standard, please contact that department representative.

Checklist:

At a minimum the following information must be provided for review. The checklist is not an inclusive list but is intended to assist you in collecting all of the required materials and to assist the Review Coordinator in determining that all of the submittal requirements are met. For specifics or questions, please consult the City Land Development Code at [Code of Ordinances | Kissimmee, FL | Municode Library](#) or at 407-518-2146 or planning@kissimmee.gov

- ☐ *Location Map:* Map indicating a north arrow and the location of all buildings on the site depicting the location of the proposed conditional use and any existing use(s) to remain.
- ☐ *Traffic and Parking:* Location and dimensions of the internal traffic circulation system, ingress/egress, driveways, parking areas, number of existing parking spaces and the number and location of the parking spaces to be utilized by the use.
- ☐ *Landscaping:* Location and configuration of existing and proposed landscaping, dimensions of all buffer areas, including location and height of walls or fences.
- ☐ *Building Elevations:* Elevation drawings or photographs of the existing buildings and heights.
- ☐ *Description of Proposed Use:* A written description of the proposed conditional use to be located on site, including but not limited to activity details, scope and how it will be conducted.
- ☐ *Hours of Operation:* Proposed day(s) and hour(s) of operation of the conditional use.
- ☐ *Additional Items:* Any additional information necessary to demonstrate compliance with the condition use criteria in the Land Development Code.
- ☐ *Justification:* A set of findings or reasons why the conditional use should be granted.

APPLICATION FOR REGISTRATION OF FICTITIOUS NAME

REGISTRATION# G25000029341

Fictitious Name to be Registered: COQUI KITCHEN

Mailing Address of Business: 320 E DAKIN AVE
KISSIMMEE, FL 34741

Florida County of Principal Place of Business: MULTIPLE

FEI Number: 92-3677082

FILED
Feb 26, 2025
Secretary of State

Owner(s) of Fictitious Name:

MARTINEZ, JANETTE
320 E DAKIN AVE
KISSIMMEE, FL 34741

FORTY MARTINEZ LLC
1398 E VINE ST LOT 6
KISSIMMEE, FL 34741
Florida Document Number: L23000202920
FEI Number: 92-3677082

I the undersigned, being an owner in the above fictitious name, certify that the information indicated on this form is true and accurate. I further certify that the fictitious name to be registered has been advertised at least once in a newspaper as defined in Chapter 50, Florida Statutes, in the county where the principal place of business is located. I understand that the electronic signature below shall have the same legal effect as if made under oath and I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s. 817.155, Florida Statutes.

JANETTE MARTINEZ

02/26/2025

Electronic Signature(s)

Date

Certificate of Status Requested ()

Certified Copy Requested ()



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Limited Liability Company
FORTY MARTINEZ, LLC

Filing Information

Document Number	L23000202920
FEI/EIN Number	92-3677082
Date Filed	04/25/2023
Effective Date	04/20/2023
State	FL
Status	ACTIVE

Principal Address

1398 E Vine St
Lot 6
KISSIMMEE, FL 34744

Changed: 03/09/2025

Mailing Address

320 E DAKIN AVE
KISSIMMEE, FL 34741

Changed: 04/15/2024

Registered Agent Name & Address

MARTINEZ, JANETTE
320 E DAKIN AVE
KISSIMMEE, FL 34741

Address Changed: 04/15/2024

Authorized Person(s) Detail

Name & Address

Title President, Manager

MARTINEZ, JANETTE
320 E DAKIN AVE
KISSIMMEE, FL 34741

Annual Reports

Report Year	Filed Date
2024	04/15/2024
2025	03/09/2025

Document Images

<u>03/09/2025 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/15/2024 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/25/2023 -- Florida Limited Liability</u>	View image in PDF format

Attachment 5

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION

Florida
dbprDepartment of Business
& Professional Regulation[HOME](#) [CONTACT US](#) [MY ACCOUNT](#)

ONLINE SERVICES

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[View Application Status](#)
[Find Exam Information](#)
[Unlicensed Activity Search](#)
[AB&T Delinquent Invoice & Activity List Search](#)

LICENSEE DETAILS

1:01:54 PM 1/30/2026

Licensee Information

Name: **FORTY MARTINEZ LLC (Primary Name)**
COQUI KITCHEN (DBA Name)
Main Address: **1606 SUNNY ST**
KISSIMMEE Florida 34741
County: **OSCEOLA**
License Mailing: **1606 SUNNY ST**
KISSIMMEE FL 34741
County: **OSCEOLA**
License Location: **1985 S JOHN YOUNG PKWY**
KISSIMMEE FL 34741
County: **OSCEOLA**

*Address
of
ROMAN'S
BUSINESS*

License Information

License Type: **Mobile Food Dispensing Vehicle**
Rank: **Mobile MFDV**
License Number: **MFD5953052**
Status: **Current,Active**
Licensure Date: **09/06/2024**
Expires: **04/01/2026**

Special
Qualifications

Qualification Effective

No Plan Review **06/25/2024**
Osceola APR
Self Sufficient
MFDV **06/25/2024**
Risk Level 1 **01/14/2026**

Alternate Names

[View Related License Information](#)
[View License Complaint](#)

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View Recent Inspections

2601 Blair Stone Road, Tallahassee FL 32399 :: Email: Customer Contact Center :: Customer Contact Center: 850.487.1395

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Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1395. *Pursuant to

Section 455.275(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 455, F.S. must provide the Department with an email address if they have one. The emails provided may be used for official communication with the licensee. However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public. Please see our

Chapter 455 page to determine if you are affected by this change.

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Attachment 6



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Officer/Registered Agent Name](#) /

Detail by Officer/Registered Agent Name

Florida Not For Profit Corporation

BUILDING TINY HEARTS CORP

Filing Information

Document Number N25000006944
FEI/EIN Number NONE
Date Filed 05/30/2025
Effective Date 05/25/2025
State FL
Status ACTIVE

Principal Address

3207 PERSHING STREET
 KISSIMMEE, FL 34741

Mailing Address

3207 PERSHING STREET
 KISSIMMEE, FL 34741

Registered Agent Name & Address

FORTY MARTINEZ, JANIRIS M
 3207 PERSHING STREET
 KISSIMMEE, FL 34741

Officer/Director Detail

Name & Address

Title P

FORTY MARTINEZ, JANIRIS M
 3207 PERSHING STREET
 KISSIMMEE, FL 34741

Title VP

MARTINEZ, JANETTE
 1606 SUNNY STREET
 KISSIMMEE, FL 34741

Title TREA

FORTY, JOSE M
1606 SUNNY STREET
KISSIMMEE, FL 34741

Title SEC

ISAACS, JAHARIE E
3207 PERSHING STREET
KISSIMMEE, FL 34741

Title VSEC

ROMAN, LISANDRA
711 S EMORY AVE
KISSIMMEE, FL 34741

Annual Reports

No Annual Reports Filed

Document Images

05/30/2025 -- Domestic Non-Profit

[View image in PDF format](#)

Attachment 7



Jini Martinez

Admin Sep 27 · 🌐

...



Lechonera El Jibarito 🍷

Sep 27 · 🌐

📣 NOW ARRIVING AT THE FOOD TRUCK SPOT @EL JIBARITO, COQUI KITCHEN. Come in the evenings to enjoy these delicacies. OPEN TILL 12AM ✨ ... See more

🔗 Rate this translation



👍👍 4



Like



Comment



Reply

1 share



You
1/15/26, 10:29 AM



COQUI KITCHEN



FOOD TRUCK SPOT @ELJIBARITO



lechonera_el_jibarito

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