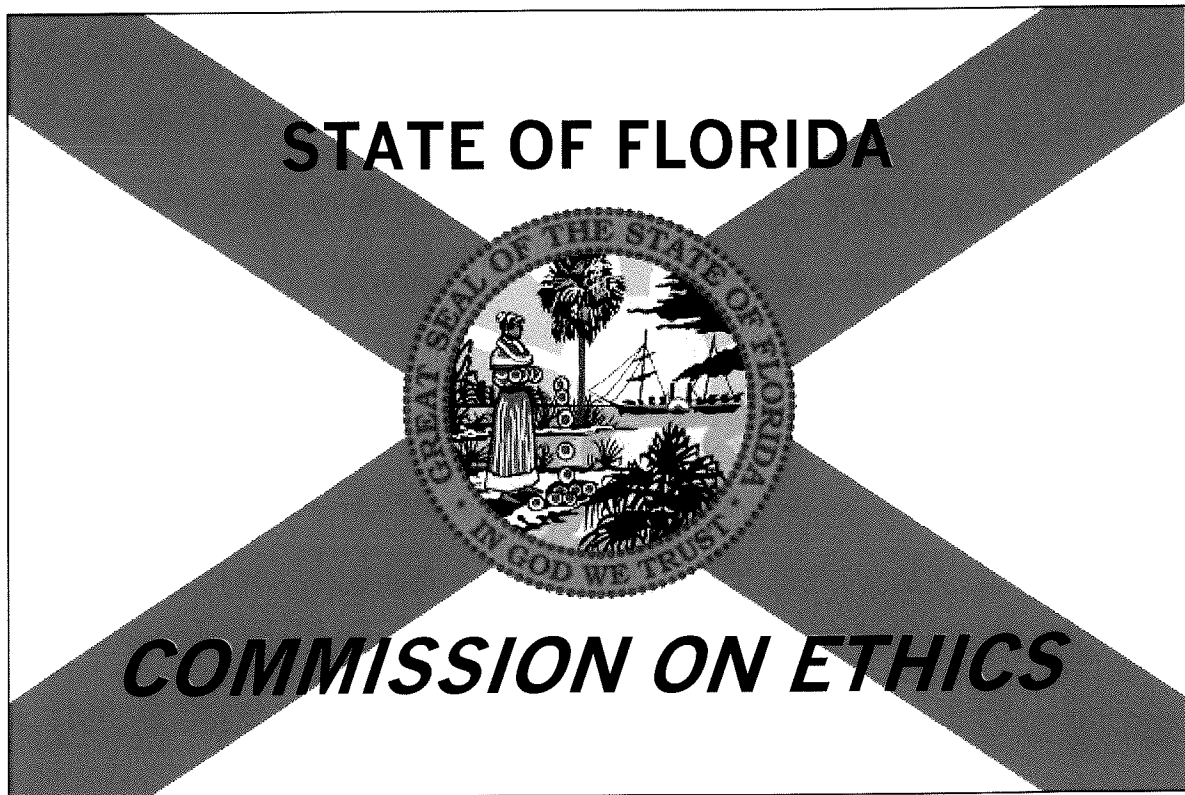


REPORT OF INVESTIGATION



Complaint Numbers 26-146

NOTICE CONCERNING CONFIDENTIALITY

This report of investigation concerns an alleged violation of Chapter 112, Part III, Florida Statutes, or other breach of public trust under provisions of Article II, Section 8, Florida Constitution. The Report and any exhibits may be confidential (exempt from the public records law) pursuant to Section 112.324, Florida Statutes, and Chapter 34-5, F.A.C., the rules of the Commission on Ethics. Unless the Respondent has waived the confidentiality in writing, this report will remain confidential until one of the following occurs: (1) the complaint is dismissed by the Commission; (2) the Commission finds sufficient evidence to order a public hearing; or (3) the Commission orders a public report as a final disposition of the matter. *See Section 112.3215, Florida Statutes, regarding executive branch lobbying matters and confidentiality.

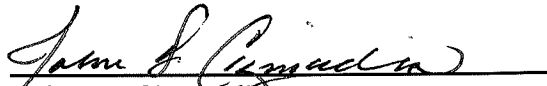
STATE OF FLORIDA
COMMISSION ON ETHICS
Post Office Drawer 15709
Tallahassee, Florida 32317-5709

REPORT OF INVESTIGATION

TITLE: JANETTE MARTINEZ
City Commissioner
Kissimmee, Florida

COMPLAINT NO.: 26-146
Exhibits A through O

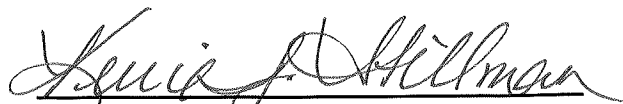
INVESTIGATED BY:


John D. Cizmadia

Distribution:

Commission on Ethics
Respondent
Advocate
File

Releasing Authority:


Kerrie J. Stillman
Executive Director


Date

* * * *

**REPORT OF INVESTIGATION
COMPLAINT NO. 26-146**

(1) Ms. Madelin Casiano of Kissimmee, Florida, alleges that Kissimmee City Commissioner Janette Martinez violated the Code of Ethics for Public Officers and Employees. The Respondent waived confidentiality on May 5, 2026.

(2) The complaint alleges that the Respondent owns a mobile food truck company, Coqui Kitchen. The complaint alleges that the Respondent has a business associate and friend who owns Lechonera El Jibarito, a mobile "food truck" location. The complaint alleges that the Respondent's friend sought a Conditional Use Permit (CUP) from the City to allow mobile food trucks, including Coqui Kitchen, to sell food on the property. The complaint also alleges that the Respondent's friend was granted the permit on January 9, 2026. However, the City Manager filed an appeal regarding the permit, which then came before the City Commission on January 20, 2026. The complaint alleges that the Respondent recused herself from the vote and completed a CE Form 8B, "Memorandum of Voting Conflict," but did not publicly state the basis for her voting conflict.

(3) The Executive Director of the Commission on Ethics noted that, based upon the information provided in the complaint, the above-referenced allegations were sufficient to warrant a preliminary investigation to determine whether the Respondent's actions violated Section 112.313(7)(a), Florida Statutes (Conflicting Employment or Contractual Relationship) and 112.3143(3)(a), Florida Statutes (Voting Conflicts).

(4) The City of Kissimmee is located in Osceola County, Florida. The City is managed by a City Manager and governed by a five-member City Commission consisting of the Mayor, Vice-Mayor, Mayor Pro Tempore, and two Commissioners, one of whom is the Respondent.

The Allegation that the Respondent had a Contractual and Business Relationship with Her Friend When a Matter Related to Her Friend's Business Came Before the City Commission

(5) The Complainant stated that Ms. Roman, who is the Respondent's friend, owns and operates Lechonera El Jibarito, a restaurant located at 1985 S. John Young Parkway (the property) in Kissimmee, Florida. The Respondent, she said, owns and operates Coqui Kitchen, a mobile food truck business.

(6) Ms. Complainant maintains the Respondent and Ms. Roman have a business connection because, on September 27, 2025, the Respondent posted on her (Respondent's) personal Facebook page under the name "Jini Martinez" promoting mobile "food truck" activity at the property, stating: "Now arriving at the Food Truck Spot [the property]," Coqui Kitchen (Complaint, page 31).

(7) The Complainant advised that a public records search indicated that on December 17, 2024, at approximately 11:11 a.m., Kissimmee City Development Services Director Craig Holland emailed Ms. Roman to inform her that he, along with Planning Services members

Cristain Arias and Brenda Ryan, had discussed her application for mobile "food trucks" operating on the property (Complaint, pages 9 and 10). In the email, she advised, Mr. Holland recommended that Ms. Roman pursue a Conditional Use Permit (CUP) to operate food trucks on the property because City Code 14-6-28, Section B (Exhibit A), "Special Events," are classified as a temporary use with specific restrictions—such as a maximum of 30 days per year for multi-tenant sites and 20 days for single-tenant sites unless authorized through conditional use and site plan approval. She said Mr. Holland recommended that Ms. Roman work directly with Christian Arias from Planning Services, who speaks Spanish, and apply for the CUP, since the application goes to the Planning Advisory Board (PAB) rather than the City Commission. She said Mr. Holland advised Ms. Roman that Mr. Arias would contact her to assist with the application process.

(8) Minutes later, Ms. Complainant advised, at approximately 11:13 a.m., Mr. Holland forwarded his email exchange with Ms. Roman to City Manager Mike Steigerwald and then City Attorney Olga Mercedes Sanchez de Fuentes, and he also included the Respondent, informing them of his email to Ms. Roman and indicating that Planning Services would proceed with the process if Ms. Roman chose to apply.

(9) Ms. Complainant opined that Mr. Holland should not have included the Respondent in his email correspondence and questioned why he did so, believing that the Respondent used her position and influence as a City Commissioner to be included as a recipient.

(10) On January 9, 2025, she said, Ms. Roman obtained a Conditional Use "Special Events with Sales Permit" (SEP), CU-25-0004, authorizing mobile "food trucks" to operate on the property (Complaint, pages 11 through 13).

NOTE: From the document attached to the complaint, it appears this was actually January 9, 2026.

(11) The Complainant stated it is her belief that the Respondent was involved in the permitting process, that the Respondent's involvement and support for Ms. Roman were improper, and that the application improperly relied on a previously issued permit to justify granting a permanent SEP authorizing mobile "food trucks" on the property. According to the Complainant, Florida law does not permit a temporary SEP to be "bootstrapped" into a permanent land-use entitlement. She said that, nevertheless, the conditional use process was used to advance the request through the PAB, an unelected body, rather than through the City Commission. This procedural path, she said, effectively circumvented the City Commission's review and avoided the Respondent's mandatory recusal from participating in the matter due to personal and financial conflicts of interest.

(12) During Ms. Roman's application process, the Complainant alleges, City staff verbally informed City leadership that the Respondent attended a PAB pre-application meeting and was routinely included on emails from staff to Ms. Roman and to members of Development Services. The Complainant believes that this conduct raised concerns among staff regarding the Respondent's influence.

(13) The Complainant maintains that these concerns were publicly addressed during a City Commission meeting on September 3, 2025. At approximately 1 hour, 39 minutes, and 1 second in the recording of the meeting, she said Mr. Holland stated: "There are things that happen in the [permitting] 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 investigator verified Mr. Holland's statement in the recording.

(14) The Complainant opined that, when considered alongside ongoing email communications (Complaint, page 14) among Ms. Roman, City staff, and the Respondent, Mr. Holland's statement indicates that City staff felt intimidated and influenced during the permitting process, due to the Respondent's close personal association with Ms. Roman.

(15) During a City Commission meeting on October 7, 2025, at approximately 1 hour, 57 minutes, and 15 seconds into the recording, the Complainant stated that the Respondent publicly acknowledged her personal relationship with Ms. Roman, saying: "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." This investigator verified the Respondent's statement in the meeting recording.

(16) The Complainant stated that public property records confirm that the residence located at 1606 Sunny Street is owned by Ms. Roman, further establishing the close, personal, and financial relationship between Ms. Roman and the Respondent.

(17) The Complainant maintains that Ms. Roman's zoning designation did not permit mobile "food truck" businesses to operate permanently or semi-permanently; that a temporary permit authorizes only short-term, time-limited activities and cannot lawfully be converted into a permanent land-use entitlement; and that special arrangements appeared to have been made for Ms. Roman because of the Respondent's position.

(18) Finally, Ms. Casiano alleges that an online records search of the Florida Department of State, Division of Corporations, indicates that the Respondent and Ms. Roman share an interest in Building Tiny Hearts Corp, an active Florida not-for-profit corporation (Complaint, pages 29 and 30).

(19) City of Kissimmee Development Services Director Craig Holland stated that, as a courtesy, he included the Respondent on several emails related to Ms. Roman's request. He stated that the Respondent neither initiated nor responded to any emails from him or his staff to Ms. Roman regarding the permitting process. He also stated that the Respondent never asked him or his staff to be included in any correspondence. Mr. Holland advised that he added the Respondent because she indicated she was curious about how the permitting process works.

(20) Mr. Holland confirmed that the Respondent attended the Development Review Committee (DRC) meeting on August 20, 2025, to discuss Ms. Roman's permit application. He also confirmed that the Respondent's presence at the DRC meeting made staff uncomfortable because Commissioners do not routinely attend Planning Advisory Board (PAB) or DRC meetings. However, he maintained that her attendance did not alter staff's handling of Ms. Roman's application, affect staff's recommendations to the PAB or DRC, or result in any outcome other than what is foreseen under City code.

(21) Mr. Holland opined that the Respondent exerted no influence, directly or indirectly, during Ms. Roman's permitting process, and maintained that he and his staff neither deviated from the permitting process nor failed to apply all rules and regulations outlined in the City's codes and ordinances.

(22) City of Kissimmee Development Services Senior Planner Cristian Arias stated by telephone that Ms. Roman's permit application, CU-25-0004, was assigned to him for review to ensure compliance with City code. Mr. Arias stated that he communicated with Ms. Roman, in Spanish, but never spoke with the Respondent during the permitting process.

(23) Mr. Arias confirmed that he included the Respondent in his March 7, 2025 email to Ms. Roman, informing her that her permit, CU-25-0004, was under review. He explained that he selected "reply all," which included the Respondent, because Mr. Holland had previously included the Respondent in his March 6, 2025 email (Complaint, page 14).

(24) Mr. Arias confirmed that the Respondent attended the DRC meeting on August 20, 2025. He stated that staff felt uncomfortable because her presence at the meeting was unusual, as Commissioners do not regularly attend. According to Mr. Arias, the Respondent only observed the meeting and did not ask any staff members any questions or speak to any staff members about permit request CU-25-0004.

(25) Mr. Arias maintains that, during the permitting process, he never spoke with Respondent, nor, to his knowledge, had she interfered in the process or attempted to influence him or any members of the Planning Services Department. He maintains that all rules, regulations, and procedures were followed when approving Ms. Roman's permit, CU-25-0004, on August 20, 2025.

(26) City of Kissimmee Development Services Senior Planner Ryan Altizer stated by telephone that, as an employee of Planning Services, he assisted with research regarding Ms. Roman's documents for permit CU-25-0004.

(27) Mr. Altizer confirmed that the Respondent attended the DRC meeting on August 20, 2025, and that caused staff members to feel slightly uncomfortable because Commissioners do not regularly attend meetings. Mr. Altizer said the Respondent observed the meeting and never asked staff members any questions or spoke to any staff members regarding the discussion and approval of permit CU-25-0004.

(28) Mr. Altizer said he had never spoken with Respondent regarding the application, and, to his knowledge, she never interfered with or attempted to influence him or any employees of Planning Services. He maintains that all rules, regulations, and procedures were followed.

(29) City of Kissimmee Planning & Zoning Manager Brenda Ryan stated by telephone that she facilitates PAB meetings, reviews permit applications, and recommends to the City Boards whether to approve or deny applications to ensure compliance with City regulations.

(30) Ms. Ryan opined that it was "odd" that the Respondent attended the DRC meeting on August 20, 2025. She stated that the Respondent's attendance made staff uncomfortable because "elected officials" never attend such meetings. She confirmed that the Respondent did not ask any questions or speak with them about permit CU-25-0004. Instead, she said, the Respondent only observed the meeting.

(31) Ms. Ryan stated that she had never spoken with Respondent about the application, and, to her knowledge, the Respondent never interfered with nor attempted to influence the decision of any PAB members. She maintains that all rules, regulations, and procedures were followed.

(32) Ms. Lisandra Roman, the owner of Lechonera El Jibarito, stated that she and her daughter, Celia Burgos, operate the restaurant and that the Respondent, who has been her best friend for more than 20 years, is not involved in the business.

NOTE: Florida Division of Corporations records indicate that Lechonera El Jibarito is registered as Colando Café Inc., a Florida Limited Liability Company, with Lisandra Roman and Celia Burgos listed as its managers (Exhibit B).

(33) Ms. Roman stated that it was she, not the Respondent, who inquired at the City's Planning Services office about a mobile "food truck" permit to operate on her property, so that her husband, Willian Arambulo, could operate his mobile food truck business, "Willian's Burgers," after hours and during special events.

NOTE: Florida Division of Corporations records indicate that Pa Que Willian, LLC, is registered as a Florida Limited Liability Company under the name Willian A. Arambulo Abreu, and that Willian A. Arambulo Abreu serves as its manager (Exhibit C).

(34) Ms. Roman stated that she speaks fluent Spanish, not English, and sometimes requires assistance because of the language barrier. She said that Mr. Holland arranged for Mr. Arias to explain the permitting process to enable her to complete the online application. She stated that she, not the Respondent, completed the online permit application. She said she did not ask the Respondent to attend the DRC meeting on August 20, 2025, when permit CU-25-0004 was approved.

(35) Ms. Roman confirmed that on September 27, 2025, the Respondent posted on her (Respondent's) personal Facebook page under the name "Jini Martinez" promoting mobile "food truck" activity at Lechonera El Jibarito (Complaint, page 31). Ms. Roman explained

that the Respondent's post was intended solely to attract customers to Willian's Burgers, her husband's mobile food truck business, and that the Respondent parked her own mobile food truck, Coqui Kitchen, on the property only to draw in patrons. Ms. Roman maintained that the Respondent did not sell any food items and only parked her truck there to attract customers.

(36) Ms. Roman stated that the only other time the Respondent's mobile food truck, Coqui Kitchen, was on her property was on September 5, 2024, when the Florida Department of Business & Professional Regulations (DBPR) conducted a routine inspection.

NOTE: DBPR records confirm that on September 5, 2024, inspections of both Lechonera Jibarito (Exhibit D) and Coqui Kitchen were completed (Exhibit E).

(37) Ms. Roman stated that the Respondent paid her \$150.00 to cover the required commissary services, including dumping gray water, refilling with clean water, disposing of old grease and debris, and cleaning associated with the inspection. She stated that the Respondent paid the fee, thereby covering her mobile food truck's commissary costs, as she (Ms. Roman) is equipped to handle commissary.

NOTE: DBPR HR-7022 – Commissary Services are defined as a public food service establishment licensed by the DBPR or a food establishment permitted by the Department of Agriculture and Consumer Services, where the operator performs services that are not performed on the vehicle or in the kitchen. Operators may prepare, package, or store food at the commissary or use a three-compartment sink on the commissary premises to wash and sanitize equipment or utensils. Food containers or other supplies may be stored at the commissary. A commissary may also provide a potable water source or a wastewater disposal site. The Division does not allow any food service activities at private residences (Exhibit F).

(38) Ms. Roman explained that she was previously married to Hector Casiano Burgos, whom she divorced years before his death on May 26, 2024. She noted that the Complainant is Mr. Burgos' oldest daughter, who was not part of their family relationship, and is her estranged stepdaughter. According to Ms. Roman, she and her other children from Mr. Burgos inherited the residence located at 1606 Sunny Street, as well as other property, which is currently in Probate Court involving the Complainant. Ms. Roman confirmed that she rented the house located at 1606 Sunny Street to the Respondent for approximately a year, from March 2025 through March 2026, because they are friends, and that she collected \$2,100 monthly in rent from the Respondent during that time.

NOTE: Osceola County Property Appraiser's Office online records confirm that the residence located at 1606 Sunny Street is owned by Lisandra Roman.

(39) Regarding the Florida not-for-profit Building Tiny Hearts Corp., Ms. Roman stated that she agreed to serve as Secretary for the Corporation because the Respondent's daughter, Janiris M. Forty Martinez, asked her to join the organization, which remains active, but has not yet begun operations. She said she forgot she was a member until this matter arose during the investigation.

NOTE: The United States Internal Revenue Service (IRS) and the Florida Department of State, Division of Corporations, online search for annual tax-exempt organizations to verify details regarding executive compensation, revenue, and expenses for organizations or individuals, or to search the full text of filings, indicates that Building Tiny Hearts Corp has never reported any annual revenue. The results are maintained in the investigation file.

(40) Ms. Roman confirmed that she and the Respondent are best friends; that they are not in any current financial relationships together; that the Respondent is not affiliated with her business; and that the Respondent was not involved in the application process to obtain permit CU-25-004.

(41) The Respondent stated that in August 2022, she won the Primary Election for Seat 4 on the Kissimmee City Commission. She confirmed that she and Ms. Roman have been friends for more than 20 years, but said they are not business associates, as alleged, and that they do not share any interest in each other's businesses.

(42) The Respondent maintains that she and Ms. Roman own and operate separate businesses. She explained that she owns Coqui Kitchen, a mobile food truck currently in storage and used only for special events, while Ms. Roman's restaurant, Lechonera El Jibarito, operates daily.

NOTE: Florida Division of Corporations records indicate that Coqui Kitchen is registered as Forty Martinez, LLC, a Florida Limited Liability Company, with Janette Martinez serving as its manager (Exhibit G). Florida Division of Corporations records also show that from 2023 through 2026, Ms. Roman's business address at 1985 John Young Parkway is not listed as the Respondent's address (Exhibit H).

(43) The Respondent confirmed that on September 27, 2025, she posted on her personal Facebook page (Jini Martinez) advertising food truck activity at Lechonera El Jibarito as a "promo." (Complaint, page 31) She explained that the post was intended solely to attract customers to Mr. Arambulo's food truck. Her food truck, Coqui Kitchen, she said, was parked on the property only to draw customers to the parking lot and was not operating.

(44) The Respondent confirmed that on September 5, 2024, she parked her food truck on the property to accommodate DBPR's routine inspection, as DBPR does not conduct inspections at a residence. She said she paid Ms. Roman \$150.00 for commissary services, including dumping gray water, refilling with clean water, and disposing of old grease and debris, to comply with Florida's regulations for operating a food truck.

(45) The Respondent stated that, as a friend of Ms. Roman, who is also a constituent, she contacted Mr. Steigerwald and Mr. Holland to advocate on Ms. Roman's behalf, requesting a meeting and guidance so that Ms. Roman could follow City procedures for obtaining a mobile food truck permit on behalf of Mr. Arambulo. Both she (Respondent) and Ms. Roman, she advised, were unaware of the City's permitting process.

(46) Sometime thereafter, the Respondent said she accompanied Ms. Roman to the in-person meeting with Mr. Steigerwald and Mr. Holland, as she would have done for any constituent. The Respondent stated that she only observed the meeting as Mr. Steigerwald and Mr. Holland explained the process and several cost-effective ways for Ms. Roman to obtain the permit. Afterward, she said, Mr. Holland advised Ms. Roman that he would be in contact with her.

(47) The Respondent noted that on December 17, 2024, at approximately 11:11 a.m., Mr. Holland emailed Ms. Roman, informing her that Planning Services had discussed her application and recommended that she pursue a CUP for "Special Events." At approximately 11:13 a.m., the Respondent said Mr. Holland forwarded his email to Mr. Steigerwald and then City Attorney Olga Mercedes Sanchez de Fuentes, and he also included her. She stated that she never initiated or responded to any City emails from Mr. Holland or his staff to Ms. Roman regarding the permitting process. Furthermore, she said she never asked Mr. Holland or his staff to include her in any email correspondence with Ms. Roman.

(48) The Respondent provided an email dated April 24, 2026, in which she and Kissimmee Deputy City Manager Desiree Matthews discussed comments allegedly made by Mr. Holland that the Respondent was intimidating staff. She said Ms. Matthews advised her (the Respondent) that the City had received no official complaints from staff. Furthermore, there were no findings, complaint outcomes, or evidence supporting an allegation that any Commissioner intimidated or threatened staff. In the email, Ms. Matthews advised that she spoke with Mr. Holland, who indicated that he did not make comments to the Complainant alleging that the Respondent intimidated staff (Exhibit I).

(49) The Respondent acknowledged attending the DRC meeting held on August 20, 2025. She stated that she never intended her presence at the meeting to make staff feel uncomfortable. She advised that she was curious about how the process worked and that her attendance was not meant to influence staff's handling of Ms. Roman's application or affect staff's recommendations to the Board. The Respondent maintains that she exerted no influence, directly or indirectly, as a Commissioner concerning this matter.

(50) The Respondent stated that the Florida not-for-profit organization, Building Tiny Hearts Corp., was founded by her daughter, Janiris M. Forty Martinez, who was a victim of a violent crime. She stated that Janiris M. Forty Martinez asked her and Ms. Roman to serve as officers and that the organization remains active but has not begun operations.

(51) The Respondent acknowledged that she rented Ms. Roman's house located at 1606 Sunny Street and that she paid Ms. Roman \$2,100 monthly for rent, from March 2025 until March 2026, when she bought a home.

NOTE: The SEP (CU-25-0004) regarding Ms. Roman's business came before the Respondent's Board on January 20, 2026.

The Allegation that the Respondent Recused Herself from Voting, Completed CE Form 8B, "Memorandum of Voting Conflict," but Did Not Publicly Disclose the Basis for the Voting Conflict

(52) The Complainant stated that on January 20, 2026, during the regular City Commission meeting, City Mayor Jackie Espinosa introduced Agenda Item 8.A (Exhibit J). Agenda Item 8.A, she said, addressed an appeal filed by City Manager Mike Steigerwald (Exhibit K) challenging the DRC's decision on January 9, 2026, to renew the SEP, CU-25-0004 (Exhibit L) issued on September 9, 2025, which allowed "food trucks" to operate at 1985 S. John Young Parkway. She explained that the appeal was defined by the City's Ordinances, Part III of the Land Development Code, Chapter 14-3-21, Section B (Exhibit M).

(53) The Complainant stated that before the Commission began its discussion of the appeal, the Respondent recused herself from voting on the item by publicly stating, "I am going to be recusing myself from voting on this item. I've already signed the form [CE Form 8B]. I've got legal Counsel from our City Attorney [Olga Mercedes Sanchez de Fuentes] and provided the document to our City Clerk." The Complainant further stated that the Respondent did not publicly disclose the reason for the abstention, the relationship or conflict, or explain how the relationship or conflict related to the agenda item.

(54) A review of Agenda Item 8A indicates:

- On August 20, 2025, the City's Planning Advisory Board (PAB) approved the permit as part of a "Conditional Use" application. The PAB's approval included a condition that the permit was valid for only 90 days, ending on November 20, 2025, and that, after the 90 days, the permit must be returned to the DRC for renewal consideration.
- On September 3, 2025, the City Commission voted to implement an immediate moratorium on new applications for special event permits for food trucks until a new ordinance is adopted. The new ordinance would require City Commission approval for "Conditional Uses" and revise sections of the City's Land Development Code (LDC) regarding outdoor vendors, special events, and permits for food trucks.
- The DRC's renewal of the "Conditional Use" SEP occurred while the September 3, 2025, moratorium was still in effect because a new ordinance had not been presented or adopted by the City Commission. Staff also sought the City Commission's direction on whether the January 9, 2026 renewal should be upheld or overturned.
- City Commission meeting minutes from September 3, 2025, confirm that the Commission reviewed the conditional use matter handled by the PAB and discussed it with Development Services Director Craig Holland. Concerns were raised about inconsistent food truck regulations, prompting suggestions to revise the ordinance, reconsider the PAB's authority over such matters, and possibly impose a moratorium on new applications. Kissimmee City Mayor Jackie Espinosa made a motion for staff to revise the relevant sections of the Land Development Code to require conditional uses to come before the City Commission, to revise the section of the City Code related to outdoor vendors and special event permits for food trucks, and to implement an immediate moratorium on new applications for special event permits for food

trucks until the new ordinance is adopted. Commissioner Ortiz seconded the motion. Commissioner Eady, Mayor Espinosa, and Commissioner Ortiz were Ayes, while Respondent voted Nay. The motion carried 3 to 1.

- On December 16, 2025, the DRC reviewed the renewal of the permit (CU-25-0004), which authorized up to 6 food trucks at the 1985 S. John Young Parkway property. The DRC withheld approval until a revised site plan was submitted to the City and approved.
- The resubmittal and review of the revised site plan was intended to address DRC comments, and the permit was approved on January 9, 2026. Mr. Steigerwald's written appeal of the permit approval decision was received on January 12, 2026.
- The findings were consistent with Chapter 14-3-21, Section B, of the City's Land Development Code, and the City Commission could appeal the DRC's decision. The recommendation requested an appeal of the DRC's decision to renew a Conditional Use SEP for food trucks at 1985 S. John Young Parkway.

(55) The Respondent explained that prior to the City Commission's January 20, 2026 meeting, she sought legal advice from then-City Attorney Sanchez de Fuentes regarding her need to recuse herself from voting on Agenda Item 8.A, because she operates a food truck, Coqui Kitchen, and planned to place it at 1985 S. John Young Parkway.

(56) The Respondent said that Ms. Sanchez de Fuentes phoned the Florida Commission on Ethics (COE) and spoke with the on-call attorney, Stephanie Novenario, who opined that if the approval of the permit (CU-25-0004) would allow the Respondent to place her food truck on the site, it would constitute a personal benefit to the Respondent. Therefore, she should abstain from voting on Agenda Item 8.A and complete a CE Form 8B, "Memorandum of Voting Conflict."

NOTE: Ms. Novenario left the Commission's employ on May 1, 2026.

(57) The Respondent stated that she accepted the COE's legal opinion and completed CE Form 8B (Exhibit N). She said she believed she completed it correctly and turned it over to City Clerk Tameara Crespo before the Commission meeting began. As Mayor Espinosa addressed Agenda Item 8A, the Complainant confirmed that she had publicly stated, "I am going to be recusing myself from voting on this item. I've already signed the form [CE Form 8B]. I've got legal Counsel from our City Attorney [Sanchez de Fuentes] and provided the document to our City Clerk."

(58) The CE Form 8B instructions state:

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

ELECTED OFFICERS: In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

DISCLOSURE OF LOCAL OFFICER'S INTEREST I, (Name), hereby disclose that on (Date):

(a) A measure came or will come before my agency which (check one or more)

☐ inured to my special private gain or loss,

☐ inured to the special gain or loss of my business associate,

☐ inured to the special gain or loss of my relative, by whom I am retained; or

☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows: _____.

(59) A review of the Respondent's CE Form 8B, "Memorandum of Voting Conflict" (Exhibit N), submitted on January 20, 2026, indicates that the Respondent noted that the matter she abstained from inured to her special gain or loss but failed to disclose the nature of her conflict of interest regarding the measure under consideration.

(60) A review of the City's public website portal of the January 20, 2026, Commission meeting and the meeting minutes (Exhibit O) confirmed that the Respondent failed to publicly disclose the nature of her interest in the matter before the discussion of the appeal regarding "food trucks" at 1985 S. John Young Parkway began. The Respondent requested that the City Commission treat this request as a renewal rather than a new application. At that point, City Manager Steigerwald clarified that the existing moratorium applies specifically to "food trucks" operating under the special event approval process and that the current request falls within that category. The Commission and the City Manager then discussed pending applications, the DRC's recommendation, the City's definition of special events (Exhibit A), and the relevant code provisions governing the approval process. It was noted that the applicant (Roman) previously received approval under the City code's conditional use section, which permits the event to recur temporarily every 90 days. The Commission reached a consensus to uphold the additional 90-day extension, monitor the activity during that period,

and allow the matter to return to the DRC for further review if necessary. The Commission further acknowledged that the ordinance would be revised in the future. Mayor Espinosa then made a motion to uphold the DRC's decision to renew the permit for an additional ninety (90) days and for City staff to continue monitoring the property's compliance. Vice-Mayor Commissioner Angela Eady seconded the motion. Commissioner Carlos Alvarez III, Commissioner Eady, and Mayor Espinosa voted "Aye," while Commissioner Noel Ortiz voted "Nay." The motion carried 3 to 1 with the Respondent abstaining.

(61) The Respondent stated that Ms. Sanchez de Fuentes failed to specifically instruct her to include the reason for the conflict in the CE Form 8B, "Memorandum of Voting Conflict," narrative section or announce the reason publicly. She said, "everyone" clearly knows that Ms. Roman and I are "best friends."

(62) Former City of Kissimmee Attorney Olga Mercedes Sanchez de Fuentes stated by telephone that, prior to the City Commission meeting on January 20, 2026, the Respondent sought legal advice from her on whether she (the Respondent) needed to recuse herself from voting on Agenda Item 8A. because she operates a food truck, Coqui Kitchen, and planned to place it at 1985 S. John Young Parkway.

(63) Ms. Sanchez de Fuentes confirmed that she called the Florida Commission on Ethics (COE) and spoke with the on-call attorney, Stephanie Novenario, who opined that if the approval of the permit (CU-25-0004) would allow the Respondent to place her food truck on the site, it would constitute a personal benefit to the Respondent. Therefore, she should abstain from voting on Agenda Item 8A and complete CE Form 8B, "Memorandum of Voting Conflict."

(64) Ms. Sanchez de Fuentes stated that she informed the Respondent of the COE's legal opinion and that the Respondent was required to complete CE Form 8B (Exhibit N). She said the conversation occurred before the City Commission meeting began. As a public official, Ms. Sanchez de Fuentes said, even if her instructions were unclear, the Respondent should have known better and read the instructions when completing CE Form 8B.

(65) Regarding the Respondent's failure to publicly announce her abstention, Ms. Sanchez de Fuentes stated that she was not fully focused when speaking to the Respondent as she was preoccupied with the risk of termination. She said she should have interjected to instruct the Respondent to publicly state her reason for abstaining.

END OF REPORT OF PRELIMINARY INVESTIGATION

EXHIBIT A

EXHIBIT A

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.
- G. The use of any right-of-way for the purposes of conducting a special event is prohibited, unless approved by the development review committee (DRC) and subject to the following provisions:
 - 1. The special event shall be limited only to rights-of-way located within the Downtown Form-Based Code Area; or minor collector or local rights-of-way, in accordance with section 14-7-1 (Streets).
 - 2. Barricades and detour signs in accordance with the current edition of MUTCD (Manual on Uniform Traffic Control Devices) standards to ensure proper closure of the street and maintenance of traffic shall be coordinated with the city public works and engineering department and shall be provided at all locations where streets are to be closed. Barricade/sign details and locations shall be provided at the time of application and are subject to approval by the city engineering traffic division.
 - 3. Events held on closed streets shall be limited to no more than 12 hours per closure, unless additional time is approved by the city.
 - 4. The applicant shall be responsible for sending notice via certified return receipt mail of the event to all property owners adjacent to the affected portion of street. Written consent from affected property owners that they acknowledge and understand the entirety of the application and that the adjacent street will be closed shall be provided prior to permit issuance.
 - 5. Required vehicular and pedestrian access necessary for surrounding properties and businesses shall be provided and shall be indicated on the approved event layout.

-
6. A lane for emergency vehicle access shall be provided and maintained at all times. No event-related items may be placed within this area designated on the approved site layout.
 7. A designated parking area located outside of the event area shall be provided to accommodate the number of citizens expected to attend the event. Other than vehicles utilized for the event, parking within the barricaded area shall be prohibited. The use of private commercial parking lots shall be prohibited unless written authorizations from the owners of such lots are submitted for city review and approval.
 8. 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.
 9. Outdoor vendors shall not be permitted, except as part of an approved special event. Event organizers shall be responsible for any outside food vendors. For special events with food vendors, the event organizer shall:
 - a. Prior to event approval by the DRC, provide a list of all food vendors and verification of their 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. Submit a State of Florida Department of Health food service event notification form to the department of health. This form may be obtained from city staff during DRC review;
 - c. Require each vendor to provide their own garbage bags and to keep the area around the vendor's booth clean;
 - d. Designate, in conjunction with city staff, a specific area(s) for food vendors to be placed, as well as specific area(s) for vendor parking.
 10. Consumption or possession of alcohol shall be permitted only within cordoned-off areas if sold by vendors currently licensed to sell alcohol in the cordoned-off area, or contiguous thereto. The cordoned-off area shall be patrolled by a city police officer or officers, who shall be paid as a special detail to the city by the promoter of the special event. The number of police officers required at any special event shall be determined by the police department based on its evaluation of the security needs of the promoter and the safety of the public.
 11. Particular attention shall be given to traffic flow and control, auto and pedestrian safety, and the effect which such use and activity will have on surrounding uses, particularly where the adjoining use is residential.
- 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)

EXHIBIT B

EXHIBIT B



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Detail by Entity Name

Florida Limited Liability Company
LECHONERA EL JIBARITO LLC

Filing Information

Document Number	L13000065256
FEI/EIN Number	46-2690586
Date Filed	05/03/2013
Effective Date	05/03/2013
State	FL
Status	ACTIVE
Last Event	LC AMENDMENT
Event Date Filed	10/07/2022
Event Effective Date	NONE

Principal Address

1985 S. JOHN YOUNG PWY
KISSIMMEE, FL 34741

Mailing Address

1985 S. JOHN YOUNG PWY
KISSIMMEE, FL 34741

Changed: 04/29/2014

Registered Agent Name & Address

Colando Cafe Inc.
1985 S. JOHN YOUNG PWY
KISSIMMEE, FL 34741

Name Changed: 04/30/2021

Address Changed: 04/29/2014

Authorized Person(s) Detail

Name & Address

Title MGR

ROMAN, LISANDRA
1606 Sunny Street
KISSIMMEE, FL 34741

B1

Title MGR

Burgos, Celia Lee
1604 Sunny Street
Kissimmee, FL 34741

Annual Reports

Report Year	Filed Date
2024	04/23/2024
2025	04/22/2025
2026	04/29/2026

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<u>10/07/2022 -- LC Amendment</u>	View image in PDF format
<u>04/30/2022 -- ANNUAL REPORT</u>	View image in PDF format
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<u>05/21/2013 -- LC Amendment</u>	View image in PDF format
<u>05/03/2013 -- Florida Limited Liability</u>	View image in PDF format

EXHIBIT C

EXHIBIT C



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Detail by Officer/Registered Agent Name

Florida Limited Liability Company

PA QUE WILLIAN, LLC

Filing Information

Document Number L24000415026

FEI/EIN Number 33-1269864

Date Filed 09/24/2024

State FL

Status ACTIVE

Principal Address

1606 Sunny Street
KISSIMMEE, FL 34741

Changed: 04/29/2026

Mailing Address

1606 Sunny Street
KISSIMMEE, FL 34741

Changed: 04/29/2026

Registered Agent Name & Address

ARAMBULO ABREU, WILLIAN A
1606 Sunny Street
KISSIMMEE, FL 34741

Address Changed: 04/29/2026

Authorized Person(s) Detail

Name & Address

Title MGR

ARAMBULO ABREU, WILLIAN A
1606 Sunny Street
KISSIMMEE, FL 34741

Annual Reports

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2025	04/22/2025

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04/29/2026

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EXHIBIT D

EXHIBIT D



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Licensee

Name: **LECHONERA EL
JIBARITO**

License Number: **SEA5911364**

Rank: **Seating**

License Expiration
Date: **04/01/2027**

DI

LECHONERA EL
Name: **JIBARITO** License Number: **SEA5911364**
Primary Status: **Current** Secondary Status: **Active**
Location **1985**
Address: **S JOHN YOUNG PKWY**
KISSIMMEE, FL 34741

Inspection Information

Inspection Detail	Inspection Type ?	Inspection Result ?
02/11/2026	Routine - Food	Met Inspection Standards
09/12/2025	Routine - Food	Met Inspection Standards
02/07/2025	Routine - Food	Met Inspection Standards
09/05/2024	Routine - Food	Met Inspection Standards
04/08/2024	Routine - Food	Met Inspection Standards
09/27/2023	Routine - Food	Met Inspection Standards

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LICENSEE DETAILS

9:35:04 AM 7/21/2026 EST

License Information

Name	LECHONERA EL JIBARITO LLC (Primary Name)
DBA Name	LECHONERA EL JIBARITO
Main Address	1985 S JOHN YOUNG PKWY KISSIMMEE Florida 34741
County	Osceola

D4

License Mailing 1985 S. JOHN YOUNG PARKWAY
KISSIMMEE Florida 34741

County Osceola

License Location 1985 S JOHN YOUNG PKWY
KISSIMMEE Florida 34741

County Osceola

License Information

License Type Permanent Food Service

Rank Seating

License Number SEA5911364

Status Current,Active

Licensure Date 07/11/2013

Expires 04/01/2027

Special Qualifications Qualification Effective

Plan Review 08/19/2014

50-149 SEATS

Risk Level 2 02/11/2026

Alternate Names

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EXHIBIT E

EXHIBIT E



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INSPECTION INFORMATION

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Licensee

Name:	COQUI KITCHEN	License Number:	MFD5953052
Rank:	Mobile MFDV	License Expiration Date:	04/01/2027
Primary Status:	Current	Secondary Status:	Active

31

Name: **COQUI KITCHEN** License Number: **MFD5953052**

Location Address: **1985
S JOHN YOUNG PKWY
KISSIMMEE, FL 34741**

Inspection Information

Inspection Detail	Inspection Type ?	Inspection Result ?
01/13/2026	Routine - Food	Met Inspection Standards
09/05/2024	Food-Licensing Inspection	Met Inspection Standards

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LICENSEE DETAILS

9:21:29 AM 7/21/2026 EST

License Information

Name FORTY MARTINEZ LLC (Primary Name)

DBA Name COQUI KITCHEN

Main Address 17 W MONUMENT AVE
KISSIMMEE Florida 34741

County Osceola

23

License Mailing 17 W MONUMENT AVE
KISSIMMEE Florida 34741

County Osceola

License Location 1985 S JOHN YOUNG PKWY
KISSIMMEE Florida 34741

County Osceola

License Information

License Type Mobile Food Dispensing Vehicle

Rank Mobile MFDV

License Number MFD5953052

Status Current,Active

Licensure Date 09/06/2024

Expires 04/01/2027

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

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ES

EXHIBIT F

Form begins on next page.

GENERAL INSTRUCTIONS

Commissary:

Vehicles or kitchens that are not self-sufficient require a support site called a commissary. A commissary is a public food service establishment licensed by the division or a food establishment permitted by the Department of Agriculture and Consumer Services where the operator goes for services that are not done on the vehicle or kitchen. Operators may prepare, package or store food at the commissary or use a three-compartment sink on the commissary premises to wash and sanitize equipment or utensils. Food containers or other supplies may be stored at the commissary. A commissary may also provide a potable water source or a wastewater disposal site. **The Division does not allow any food service activities to occur in a private residence.**

Self-sufficient: Self-sufficient vehicles or kitchens contain, as part of the vehicle or kitchen, a three-compartment sink for washing, rinsing, and sanitizing equipment and utensils; a separate handwash sink; adequate refrigeration and storage capacity; full provision of power utilities including electrical, LP gas, or a portable power generation unit; a potable water holding tank; and a liquid waste disposal system in accordance with the Food Code. A commissary is required if the establishment is not self-sufficient.

Commissary Reporting Frequency: If your vehicle or kitchen is not fully equipped as listed above, then it must report to its commissary every day that it is operated.

Responsibilities of Commissaries Providing Services: Any commissary providing services must keep track of when the vehicles and kitchens are serviced. A daily registry must show that all vehicles and kitchens receiving services are properly licensed by the Division of Hotels and Restaurants. Prior to providing commissary services, the commissary must verify that the license number displayed on the vehicle or kitchen matches the number on the vehicle or kitchen's public food service establishment license.

Responsibilities of Operators Receiving Commissary Services:

To help food service operators know that a vehicle or kitchen is properly licensed, each operator must put their license number on the side of the vehicle or kitchen. The license number must be permanently attached and prominent. The figures must be at least 2 inches high and in a contrasting color from the background.

INSTRUCTIONS FOR COMPLETING THE COMMISSARY NOTIFICATION FORM

SECTION 1 – Mobile Food Dispensing Vehicle or Temporary Commercial Kitchen Information

- Owner Name – corporation, partnership or individual that currently owns the vehicle or kitchen.
- Phone Number – primary contact number for questions.
- Vehicle Name – DBA (Doing Business As) – the proposed name of business. If the unit is part of a chain, please indicate a unique identifier (e.g., Restaurant #103).
- License Number – if previously licensed, indicate the license number of the vehicle or kitchen.

SECTION 2 – Commissary Information

Complete all information as indicated for the primary commissary for this vehicle or kitchen. The primary commissary is the support site where food preparation, food storage or dishwashing occurs.

SECTION 3 – Commissary Activities

Describe the activities to be conducted at your commissary.

SECTION 4 – Signature

Please print your name and then sign and date the form before submitting.



DBPR HR-7022 – Commissary Services Notification

STATE OF FLORIDA, DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
Division of Hotels and Restaurants
2601 Blair Stone Road, Tallahassee, Florida 32399-1011
Phone: 850.487.1395 – E-mail: dhpr.planreview@myfloridalicense.com
Internet: www2.myfloridalicense.com/hotels-restaurants/

For Office Use Only

Log
NumberFile
Number**NOTE – This form must be submitted as part of an application packet.****Section 1– Mobile Food Dispensing Vehicle or Temporary Commercial Kitchen Information**

Owner Name	Phone Number (include area code)
Vehicle or Kitchen Name (DBA)	License Number

Section 2 – Primary Commissary Information

Commissary Name		
Commissary Address		
City	Zip Code (+4 optional)	County
Phone Number (include area code)		
Commissary License Number (if available)	E-Mail Address	
Licensed By:	☐ DBPR ☐ Department of Agriculture & Consumer Services	

Section 3 – Commissary Activities

I intend to conduct the following activities at my commissary:

Dish or equipment washing	☐ Yes ☐ No	Storing food (including ice or drinks)	☐ Yes ☐ No
Dumping wastewater	☐ Yes ☐ No	Storing dry goods	☐ Yes ☐ No
Receiving potable water	☐ Yes ☐ No	Cooking and/or reheating food	☐ Yes ☐ No
Washing the outside of the vehicle	☐ Yes ☐ No	Other (Describe below)	☐ Yes ☐ No

Section 4 – Signature

Print Name	Signature	Date
------------	-----------	------

For additional commissaries submit a separate form for each additional commissary.



EXHIBIT G

EXHIBIT G



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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

1510 Royal St Lot 65
KISSIMMEE, FL 34744

Changed: 05/01/2026

Mailing Address

1510 Royal St Lot 65
KISSIMMEE, FL 34744

Changed: 05/01/2026

Registered Agent Name & Address

MARTINEZ, JANETTE
1510 Royal St
KISSIMMEE, FL 34744

Address Changed: 05/01/2026

Authorized Person(s) Detail

Name & Address

Title President, Manager

MARTINEZ, JANETTE
1510 Royal St
KISSIMMEE, FL 34744

Annual Reports

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2025	03/09/2025
2026	05/01/2026

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EXHIBIT H

EXHIBIT H

**Electronic Articles of Organization
For
Florida Limited Liability Company**

L23000202920
FILED 8:00 AM
April 25, 2023
Sec. Of State
cgolden

Article I

The name of the Limited Liability Company is:
FORTY MARTINEZ, LLC

Article II

The street address of the principal office of the Limited Liability Company is:
608 W VINE ST
KISSIMMEE, FL. 34741

The mailing address of the Limited Liability Company is:
608 W VINE ST
KISSIMMEE, FL. 34741

Article III

The name and Florida street address of the registered agent is:
JANETTE MARTINEZ
608 W VINE ST
KISSIMMEE, FL. 34741

Having been named as registered agent and to accept service of process for the above stated limited liability company at the place designated in this certificate, I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent.

Registered Agent Signature: JANETTE MARTINEZ

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Article IV

The name and address of person(s) authorized to manage LLC:

Title: MGR
JANETTE MARTINEZ
608 W VINE ST
KISSIMMEE, FL. 34741

Title: AMBR
JOSE M FORTY
608 W VINE ST
KISSIMMEE, FL. 34741

L23000202920
FILED 8:00 AM
April 25, 2023
Sec. Of State
cgolden

Article V

The effective date for this Limited Liability Company shall be:

04/20/2023

Signature of member or an authorized representative

Electronic Signature: JANETTE MARTINEZ

I am the member or authorized representative submitting these Articles of Organization and affirm that the facts stated herein are true. 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, F.S. I understand the requirement to file an annual report between January 1st and May 1st in the calendar year following formation of the LLC and every year thereafter to maintain "active" status.

#12

2024 FLORIDA LIMITED LIABILITY COMPANY ANNUAL REPORT

DOCUMENT# L23000202920

Entity Name: FORTY MARTINEZ, LLC

Current Principal Place of Business:

320 E DAKIN AVE
KISSIMMEE, FL 34741

FILED
Apr 15, 2024
Secretary of
State

7819212338CC

Current Mailing Address:

320 E DAKIN AVE
KISSIMMEE, FL 34741 US

FEI Number: 92-3677082

Certificate of Status Desired: Yes

Name and Address of Current Registered Agent:

MARTINEZ, JANETTE
320 E DAKIN AVE
KISSIMMEE, FL 34741 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent

Date

Authorized Person(s) Detail :

Title PRESIDENT, MANAGER
Name MARTINEZ, JANETTE
Address 320 E DAKIN AVE
City-State-Zip: KISSIMMEE FL 34741

Title VP, AUTHORIZED MEMBER
Name FORTY, JOSE M
Address 320 E DAKIN AVE
City-State-Zip: KISSIMMEE FL 34741

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: JANETTE MARTINEZ

PRESIDENT

04/15/2024

Electronic Signature of Signing Authorized Person(s) Detail

Date

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2025 FLORIDA LIMITED LIABILITY COMPANY ANNUAL REPORT

DOCUMENT# L23000202920

Entity Name: FORTY MARTINEZ, LLC

Current Principal Place of Business:

1398 E VINE ST
LOT 6
KISSIMMEE, FL 34744

Current Mailing Address:

320 E DAKIN AVE
KISSIMMEE, FL 34741 US

FEI Number: 92-3677082

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

MARTINEZ, JANETTE
320 E DAKIN AVE
KISSIMMEE, FL 34741 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent

Date

Authorized Person(s) Detail :

Title PRESIDENT, MANAGER
Name MARTINEZ, JANETTE
Address 320 E DAKIN AVE
City-State-Zip: KISSIMMEE FL 34741

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: JANETTE MARTINEZ

MRS

03/09/2025

Electronic Signature of Signing Authorized Person(s) Detail

Date

7/4

2026 FLORIDA LIMITED LIABILITY COMPANY ANNUAL REPORT

DOCUMENT# L23000202920

Entity Name: FORTY MARTINEZ, LLC

Current Principal Place of Business:

1398 E VINE ST
LOT 6
KISSIMMEE, FL 34744

Current Mailing Address:

1510 ROYAL ST
KISSIMMEE, FL 34744 US

FEI Number: 92-3677082

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

MARTINEZ, JANETTE
1510 ROYAL ST
KISSIMMEE, FL 34744 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent

Date

Authorized Person(s) Detail :

Title PRESIDENT, MANAGER
Name MARTINEZ, JANETTE
Address 1510 ROYAL ST
City-State-Zip: KISSIMMEE FL 34744

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: JANETTE MARTINEZ

CEO

05/01/2026

Electronic Signature of Signing Authorized Person(s) Detail

Date

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EXHIBIT I

EXHIBIT I

Fwd: Follow-Up Regarding Discussion on Mr. Craig Holland's Comments

From: Janette Martinez (janette.martinez@kissimmee.gov)

To: jose_forty@yahoo.com

Date: Wednesday, April 29, 2026 at 03:20 PM EDT

Sent from my iPhone

Begin forwarded message:

From: Janette Martinez <janette.martinez@kissimmee.gov>

Date: April 24, 2026 at 3:45:44 PM EDT

To: Desiree Matthews <DESIREE.MATTHEWS@kissimmee.gov>

Cc: Kalanit Oded <KALANIT.ODED@kissimmee.gov>

Subject: Re: Follow-Up Regarding Discussion on Mr. Craig Holland's Comments

Thank you for your response and the clarification.

Sent from my iPhone

On Apr 24, 2026, at 3:28 PM, Desiree Matthews <DESIREE.MATTHEWS@kissimmee.gov> wrote:

Commissioner Martinez,

Yes, I spoke with Craig Holland today at approximately 11:52 a.m. He indicated that he did not make comments to the complainant alleging that you were intimidating staff. Based on the information currently available, there have been no official staff complaints or workplace investigations, and there are no findings or evidence supporting such an allegation.

Please let me know if you need any additional information.

Sincerely,

Desiree Matthews

Deputy City Manager

II /

Sincerely,
Desiree Matthews
Deputy City Manager

From: Janette Martinez <Janette.Martinez@kissimmee.gov>
Sent: Friday, April 24, 2026 3:10 PM
To: Janette Martinez <Janette.Martinez@kissimmee.gov>
Cc: Desiree Matthews <DESIREE.MATTHEWS@kissimmee.gov>; Kalanit Oded <KALANIT.ODED@kissimmee.gov>
Subject: Re: Follow-Up Regarding Discussion on Mr. Craig Holland's Comments

Hello Desiree,

I'd like some clarification on the response. Were you able to speak with Craig Holland and get an actual response from him?

Commissioner, Janette Martinez

Sent from my iPhone

On Apr 24, 2026, at 1:59 PM, Janette Martinez
<janette.martinez@kissimmee.gov> wrote:

Thank you for your prompt response on this matter.

Commissioner Janette Martinez
Sent from my iPhone

On Apr 24, 2026, at 1:57 PM, Desiree Matthews
<DESIREE.MATTHEWS@kissimmee.gov> wrote:

Dear Commissioner Martinez,

Thank you for meeting earlier today and for your follow-up regarding this matter.

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As of the date of this response, there are no official staff complaints or workplace investigations identifying you, Commissioner Janette Martinez. Accordingly, there are no findings, complaint outcomes, or evidence supporting the allegation that a specific Commissioner engaged in intimidation of staff or acted in a threatening manner toward staff.

Sincerely,
Desiree Matthews
Deputy City Manager

From: Janette Martinez
<Janette.Martinez@kissimmee.gov>
Sent: Friday, April 24, 2026 1:04 PM
To: Desiree Matthews
<DESIREE.MATTHEWS@kissimmee.gov>
Subject: Follow-Up Regarding Discussion on Mr. Craig Holland's Comments

Dear Deputy City Manager,

Thank you for meeting with me this morning regarding comments made by Mr. Craig Holland alleging that I, Commissioner Janette Martinez, was intimidating staff.

As a recap, those present at the meeting were City Attorney, Deputy City Manager, and myself, Commissioner Janette Martinez. During our discussion, I raised concerns regarding the accuracy and basis of this statement, as it is a serious allegation that speaks to my conduct as an elected official.

I am requesting a response as to whether this statement is supported by any factual basis and whether it is considered an accurate representation of events. Specifically, I would appreciate clarification as to whether there has been any finding, complaint, or evidence supporting the allegation that I intimidated staff.

Given the seriousness of such a claim, I would appreciate a written response addressing this matter.

Thank you for your attention, and I look forward to your response.

Sincerely,
Commissioner Janette Martinez

Sent from my iPhone

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.

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EXHIBIT J

EXHIBIT J

ITEM 8.A

Appeal of the Development Review Committee Decision to Renew a Conditional Use Special Event Permit Approval for Food Trucks at 1985 S. John Young Parkway

Request

Request appeal of the Development Review Committee (DRC) decision to renew a Conditional Use Special Event Permit approval for food trucks at 1985 S. John Young Parkway.

Explanation

This permit was originally approved by the Planning Advisory Board (PAB) on August 20, 2025 as part of a Conditional Use application. The PAB approval included a condition (#2) that the approval was valid only for a period of 90 days (Nov. 20, 2025). After the 90-day period, the permit must come back to the DRC to consider a renewal. On December 16, 2025, the City's Development Review Committee (DRC) reviewed the renewal of the Conditional Use Special Event permit (CU-25-0004) for up to 6 food trucks at 1985 S. John Young Pkwy. DRC approval was withheld until a revised site plan was submitted to the City and approved.

With the re-submittal and review of a revised site plan to address DRC comments, the permit was approved on Jan. 9, 2026. A written appeal of the decision to approve the permit was received on Jan. 12, 2026.

On September 3, 2025, the City Commission voted to implement an immediate moratorium on new applications for special event permits for food trucks until such time a new ordinance is adopted. The new ordinance would require City Commission approval of Conditional Uses and revise section(s) of the Land Development Code (LDC) pertaining to outdoor vendors and special event permit for food trucks.

The DRC renewal of the Conditional Use Special Event permit occurred while the September 3, 2025 moratorium is still in effect because a new ordinance has not been presented or adopted by City Commission. Staff is seeking City Commission direction on whether the Jan. 9, 2026 renewal should be upheld or overturned.

FINDINGS AND REASONS:

Consistent with Section 14-3-21B of the Land Development Code, Development Review Committee (DRC) decisions may be appealed to the City Commission.

Recommendation

Requesting appeal of the Development Review Committee (DRC) decision to renew a Conditional Use Special Event Permit approval for food trucks at 1985 S. John Young Parkway.

REQUESTED CITY COMMISSION ACTION:

Commission Direction

Department: Development Services

Presenter: Mike Steigerwald

Attachment(s):

1. Conditional Use Special Event Permit Renewal 01.09.26
2. DRC Appeal Notice 01.12.2026

City of Kissimmee

3. Sept. 3, 2025 City Commission Minutes - Moratorium
4. Aug. 20, 2025 Planning Advisory Board Minutes

EXHIBIT K

Brenda Ryan

From: BRENDA.RYAN@kissimmee.gov
Subject: FW: Appeal of CU-25-0004 90 Day Approval

From: Craig Holland <CRAIG.HOLLAND@kissimmee.gov>
Sent: Monday, January 12, 2026 10:43 AM
To: Ryan Altizer <Ryan.Altizer@kissimmee.gov>; Brenda Ryan <BRENDA.RYAN@kissimmee.gov>; Cristian Arias <Cristian.Arias@kissimmee.gov>
Cc: Doug Etheredge <DOUG.ETHEREDGE@kissimmee.gov>
Subject: FW: Appeal of CU-25-0004 90 Day Approval

Craig M. Holland, AICP
Director, Development Services
City of Kissimmee

101 Church Street, Suite 200A
Kissimmee, FL 34741
407.518.2148
Craig.Holland@Kissimmee.gov

KISSIMMEE



From: Mike Steigerwald <MIKE.STEIGERWALD@kissimmee.gov>
Sent: Monday, January 12, 2026 10:37 AM
To: Craig Holland <CRAIG.HOLLAND@kissimmee.gov>
Cc: Ryan Altizer <Ryan.Altizer@kissimmee.gov>; Olga Sanchez de Fuentes <OLGA.SANCHEZDEFUENTES@kissimmee.gov>; Desiree Matthews <DESIREE.MATTHEWS@kissimmee.gov>; Austin Blake <austin.blake@kissimmee.gov>
Subject: Appeal of CU-25-0004 90 Day Approval

In accordance with Section 14-3-21(B) of the City Code, please accept this notice to appeal the decision of the Development Review Committee (DRC) made on January 9, 2026 to approve the renewal of the above-referenced Conditional Use permit (CUP). As you are aware, on August 20, 2025, the Planning Advisory Board voted to approve the CUP for 90 days and required the applicant to seek renewal of the CUP by delegating their authority to the DRC per Condition #2 of their approval.

As City Manager, I am making this request to appeal this decision on behalf of the City Commission, which on September 3, 2025, voted 3-1 to implement a moratorium on any new applications for special event permits for food trucks until such time as a new ordinance is adopted. The initial CUP was valid for 90-days and renewal of this CUP is not consistent with the moratorium currently in effect.

Mike Steigerwald, AICP, ICMA-CM
City Manager

City of Kissimmee

101 Church Street
Kissimmee, Florida 34741
407.518.2300 desk
407.846.8369 fax
mike.steigerwald@kissimmee.gov



EXHIBIT L

EXHIBIT L

SPECIAL EVENT WITH SALES PERMIT

DATE OF ISSUANCE: September 9, 2025

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

SPECIAL EVENT
APPROVAL

CITY OF KISSIMMEE

RAHZER4795
09/19/2025 10:39:11 AM

PERMIT # CU-25-0004



DATE & HOURS OF EVENT: Wednesdays to Sundays from 7 pm to 12 pm starting September 10th

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.
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

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- 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.

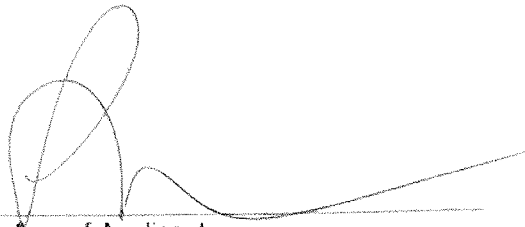
GENERAL FIRE SAFETY

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.

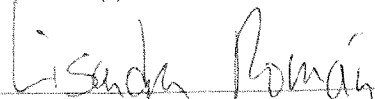
JK

THIS PERMIT IS VALID ONLY FOR THE DATE, TIME AND LOCATION LISTED ABOVE.
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

Date



Signature of Planner

09/09/2025
Date

Date



Signature of Building Official or Designee

09/09/2025
Date

Date

SPECIAL EVENT
APPROVAL

CITY OF KISSIMMEE

RAItizer4795
09/19/2025 10:39:34 AM

EXHIBIT M

EXHIBIT M

14-3-21. Appeals.

A. *Appeal of administrative decisions.*

1. *In general.* The board of adjustment shall hear and decide appeals where it is alleged there is error in any order, requirement, decision or determination made by the director, city engineer or any other administrative officer of the city in the administration of the Land Development Code except where otherwise specified. Decisions shall be rendered in writing after due legal notice and public hearing with the essential reasons for board actions stated therein. Note: Violations of the Land Development Code that are not promptly corrected go to the code enforcement special magistrate rather than the board of adjustment.
2. *Appeal procedures.*
 - a. Appeals shall be filed with the department within 30 calendar days of the administrative decision. A fee shall be charged in accordance with the development review fee schedule.
 - b. Following the submittal of an appeal, the city manager (or designee thereof) shall have 15 calendar days from the date of submittal to review the appeal, affirm or modify the decision being appealed, and send a notice to the applicant indicating the results of the review.
 - c. The applicant shall have 30 calendar days from the date the notice is sent to respond in writing to the city manager's (or designee thereof) review and to request that the original appeal or a modified appeal be acted upon by the board.
 - d. If the applicant requests in writing that the original appeal or a modified appeal be acted upon by the board, the board shall hold a public hearing after notification as indicated in section 14-3-20.A. In exercising administrative review of appeals, the board of adjustment may reverse or affirm, wholly or partly, or may modify the appealed decision and may make such decision and to that end shall have all the powers of the staff person from whom the appeal is taken.
 - e. Upon exhaustion of administrative remedies, the applicant may (and is limited to) seek certiorari review in the circuit court under the Florida Rules of Appellate Procedure.
3. *Stay of proceedings.* An appeal stays proceedings unless the director or any other administrative officer of the city can demonstrate to the board of adjustment or a court that a stay would cause imminent peril to life and property.
4. *Relation to other Code chapters.* No appeal may be granted pursuant to the requirements of this chapter for a provision of another title of the Code of Ordinances or an interlocal agreement (including those provisions which are cross referenced or summarized in this chapter), unless authorized by the title of the Code or the interlocal agreement in which the provision originated.

B. *Appeal of DRC decisions.* Development review committee decisions may be appealed to the city commission.

C. *Appeal of boards' decisions.*

1. Appeals of the board of adjustment decision shall be to the circuit court of the Ninth Judicial Circuit and shall be filed with the city clerk within ten calendar days of the board's decision.
2. Historic preservation board and planning advisory board decisions may be appealed in writing to the city commission by the applicant or the city manager within ten calendar days. The city commission shall base their decision on the review criteria stated in this Code for the type of application and state reasons for its decision.

-
3. Appeals of the city commission's decision shall be to a court of competent jurisdiction in a manner provided by the laws of the State of Florida. The appeal shall be filed within 30 days of the commission's decision.

(Code 1995, § 14-2-212; Ord. No. 2038, 12-20-1994; Ord. No. 3034, § 1(14-3-21), 8-4-2020; Ord. No. 3067, § 1(Exh. A), 11-15-2022)

EXHIBIT N

EXHIBIT N

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <i>Martinez Janette</i>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <i>City of Kissimmee Commission</i>	
MAILING ADDRESS [REDACTED]		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY <i>Kissimmee</i>		☒ CITY ☐ COUNTY ☐ OTHER LOCAL AGENCY	
COUNTY <i>FL 34741</i>		NAME OF POLITICAL SUBDIVISION:	
DATE ON WHICH VOTE OCCURRED <i>1/20/26</i>		MY POSITION IS:	
		☒ ELECTIVE ☐ APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

N1

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Janette Martinez, hereby disclose that on January 20, 20 26:

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____;
- ☐ inured to the special gain or loss of my relative, _____;
- ☐ inured to the special gain or loss of _____, by
whom I am retained; or
- ☐ inured to the special gain or loss of _____, which
is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

1/20/26
Date Filed

Janette Martinez
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

N/2

EXHIBIT O

EXHIBIT O



**MEETING MINUTES
SESSION OF THE CITY COMMISSION
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
TUESDAY, JANUARY 20, 2026 AT 6:00 PM**

1. MEETING CALLED TO ORDER

Members Present: Mayor Jackie Espinosa, Commissioners Noel Ortiz, Angela Eady, Carlos Alvarez, III, Janette Martinez

Staff Present: City Manager Mike Steigerwald, City Attorney Olga Sanchez de Fuentes, Deputy City Manager Desiree Matthews, Deputy City Manager Austin Blake, City Clerk Tameara Crespo

Mayor Espinosa called the meeting to order at 6:00 PM.

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

After a Moment of Silence, Commissioner Alvarez led the audience in the Pledge of Allegiance.

3. PROCLAMATIONS AND SPECIAL PRESENTATIONS

3.A Oath of Office for Fire Department Promotions

Fire Chief Walls administered the Oath of Office to newly promoted Fire Department Personnel.

Fire Chief Walls administered the Oath of Office to Geoff Miller, Jeff Booher, Samson Van Olffen, and Bryan Benson.

3.B Presentation of the 2025 Festival of Lights Award Winners

Presentation of the 2025 Festival of Lights Award Winners

Events Manager Veronika Frink reviewed the parade statistics and presented the awards to the recipients who were in attendance.

3.C Proclamation - 2026 National CRNA Week

Proclamation presentation to Laura Sanchez in recognition of Certified Registered Nurse Anesthetist Week (CRNA), January 18–24, 2026.

City Manager Steigerwald read a proclamation in honor of 2026 National CRNA Week as the Mayor and Commissioners presented the proclamation. Recipient, Laura Sanchez, thanked the City for their support.

3.D Proclamation- "Kissimmee, City of Love Day"

Presentation of "Kissimmee, City of Love Day" Proclamation to Yolanda Bernard, Vice President of the National Chamber of the Arts.

City Manager Steigerwald announced the item has been removed from the agenda.

4. PUBLIC HEARINGS - FIRST AND SECOND READINGS

5. PUBLIC HEARINGS

5.A Public Hearing - Resolution to Adopt and Submit the First Amendment of the 2025-2029 Consolidated Plan and the PY25 CDBG Action Plan

Request approval of the Resolution and Submittal of a Section 108 Loan Application and the Substantial Amendment to the 2025-2029 Consolidated Plan and 2025 Annual Action Plan.

Housing and Community Program Development Manager Frances DeJesus presented the

project details as outlined in the agenda. Mayor Espinosa announced the Public Hearing with no response from the audience.

Mayor Espinosa made a motion to approve the Public Hearing, adopt Resolution #02-2026 and Submit the First Amendment of the 2025-2029 Consolidated Plan and the FY25 CDBG Action Plan. Commissioner Carlos Alvarez seconded the motion.

AYE: Commissioner Alvarez, Commissioner Eady, Commissioner Martinez, Mayor-Commissioner Espinosa, Commissioner Ortiz

NAY: None

Motion carried 5 - 0

6. HEAR AUDIENCE *Anything requiring a vote will be heard at a later time.*

Mayor Espinosa opened the floor for public comment. Comment cards (Exhibit "A") were submitted, and several speakers raised concerns related to retaliation, potential First Amendment violations, code enforcement issues, online and social media scrutiny, and overall decorum. One speaker also commended the city for hosting an excellent Martin Luther King Jr. event over the weekend.

7. CONSENT AGENDA *The consent agenda is a technique designed to expedite the handling of routine miscellaneous business of the City Commission. The City Commission in one motion may adopt the entire Consent Agenda. The motion for adoption is non-debatable and must receive unanimous approval. By request of any individual member, an item may be removed from the Consent Agenda for discussion.*

Commissioner Eady made a motion to approve the consent agenda in its entirety. Commissioner Martinez seconded the motion.

Motion carried 5-0.

7.A Approval of City Commission Minutes from the December 16, 2025 and January 6, 2026 meeting

Approval of the December 16, 2025, and January 6, 2026, commission meeting minutes.

7.B Investment Advisor Services Agreement with U.S. Bancorp Asset Management

Request approval of Investment Advisory Services (Contract #20240336) with U.S. Bancorp Asset Management, LLC.

7.C Resolution to Adopt the Fourth Amendment to the Local Housing Assistance Plan

Request approval for the Fourth Amendment to the Local Housing Assistance Plan covering SHIP Fiscal Years 2022-2024 and adopt the accompanying Resolution.

Resolution #03-2026

7.D Authorization to Negotiate Construction Engineering Inspection Services

Approval to begin contract negotiations with the top-ranked firms for Construction Engineering Inspection (CEI) Services, following completion of the Request for Qualifications (RFQ) selection process (RFQ2024-002).

7.E ESRI Small Government Enterprise Agreement

Request approval to renew the three-year Small Government Enterprise Agreement (SGEA) with Environmental Systems Research Institute (ESRI) for \$180,900 (Contract #20260137).

7.F Acceptance of the FY2025 Justice Assistance Grant Countywide Award

Request approval to accept the Justice Assistance Grant – Countywide (JAG-C) Program for \$34,000 (Grant #JAG26) and authorization to amend the budget accordingly.

7.G Task Order No. 7 for Professional Service Agreement with Avcon Inc.

Request approval of Task Order No. 7 of the professional service agreement, Contract #20230139, between the City of Kissimmee and AVCON, Inc., for construction administration and engineering services for the site development of Kissimmee Gateway Airport's Parcel 8.

7.H First Right of Refusal with Sabal Aviation to Lease Property at Kissimmee Gateway Airport for Business AirPark

Approval of First Right of Refusal to Lease Airport Property with Sabal Aviation Kissimmee, LLC. (Contract #20260134)

8. DISCUSSION ITEMS

8.A Appeal of the Development Review Committee Decision to Renew a Conditional Use Special Event Permit Approval for Food Trucks at 1985 S. John Young Parkway

Request an appeal of the Development Review Committee (DRC) decision to renew a Conditional Use Special Event Permit approval for food trucks at 1985 S. John Young Parkway.

City Manager reviewed the request to appeal and the history of the property attached to the agenda. Mayor Espinosa opened the floor for discussion.

Commissioner Martinez stated she would abstain from voting, Form 8B attached (Exhibit "B"), and asked the commission to consider that the request before them was a renewal rather than a new application. City Manager Steigerwald clarified that the existing moratorium applies specifically to food trucks operating under the special event approval process, and that the current request falls within that category. Commissioners and the City Manager then discussed pending applications, the DRC's recommendation, the definition of a special event, and the relevant code provisions governing the approval process. It was noted that the applicant previously received approval under the city code's conditional use section, which permits the event to recur on a temporary basis. Commission consensus reached to uphold the additional 90-day extension, monitor the activity during that period, and allow the matter to return to the DRC for further review if necessary. The commission further acknowledged that the ordinance will be revised in the future.

Mayor Espinosa made a motion to uphold the DRC's decision to renew the permit for an additional ninety (90) days and for staff to continue monitoring the property's compliance. Commissioner Eady seconded the motion.

AYE: Commissioner Alvarez, Commissioner Eady, Mayor Espinosa

NAY: Commissioner Ortiz

ABSTAIN: Commissioner Martinez

Motion carried 3 - 1 - 1

9. HEAR CITY OFFICIALS

9.A CITY MANAGER

City Manager Steigerwald highlighted the success of the Commission Planning Retreat last Friday.

9.B CITY ATTORNEY

9.C CITY COMMISSION

Commissioner Eady emphasized that cooperation and unity are essential for the city to move forward.

10. ADJOURNMENT

There being no further business to come before the Commission, Mayor Espinosa adjourned the meeting at 6:55 PM.

Jackie Espinosa

MAYOR-COMMISSIONER

ATTEST:

Tameara Crespo

CITY CLERK