

**MINUTES OF THE JONESTOWN BOARD OF ADJUSTMENTS & APPEALS MEETING
HELD NOVEMBER 3, 2025, 5:30 P.M., AT THE CITY COUNCIL CHAMBER, 18649 FM
1431, SUITE 3A, JONESTOWN, TEXAS.**

Sara Jane Cantwell (Place 1) Jim Gallagher (Place 2)	Jim Etherton, Vice Chair (Place 3) James Ryan, Chair (Place 4) Paul Dertien (Place 5)	Kara Trissel (Alternate 1) Jona TenEyck (Alternate 2)
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A. ITEMS OPENING MEETING:

1. CALL TO ORDER **CHAIRMAN**

Chair Ryan called the meeting to order at 5:30 p.m.

2. ROLL CALL **SECRETARY**

Present: Chair Ryan, Vice Chair Etherton, Members Gallagher, Dertien

Absent: Members Cantwell, TenEyck and Trissell

Staff Present: City Administrator Hlavinka, Planner LeBlanc, Building Inspector Thompson

3. APPROVAL OF MINUTES

August 11, 2025, meeting

A motion was made by Vice Chair Etherton and seconded by Member Gallagher to approve the minutes of the August 11, 2025, meeting. The motion passed unanimously.

B. GENERAL BUSINESS:

4. a. PUBLIC HEARING on the evidence of a violation of the City of Jonestown Unified Development Code, Division 3.9, Sec. 3.9.1.2, Substandard Residential Buildings, Sec. 3.9.1.4 Declaration of Nuisance, Abatement, Sec. 3.9.2.4 Dangerous Buildings Declared a Nuisance; to order the repair, removal, securing, vacation, and/or demolition of buildings or structures located at 9001 Grandview Drive, (Property ID: 181112, LOT 13 South Jonestown Hills Unit 1), Jonestown, Texas, owners of record for said property being AMD Solutions, LLC.

The son of the property owner for 9001 Grandview Drive read a statement from his mother, the property owner of record. A representative from the neighborhood read a statement from himself and several other property owners in the neighborhood expressing their frustration with the condition of the residence at the subject site and supporting a finding by the Board that the property be declared a Nuisance.

b. Consideration and possible action on the evidence of a violation of the City of Jonestown Unified Development Code, Division 3.9, Sec. 3.9.1.2, Substandard Residential Buildings, Sec. 3.9.1.4 Declaration of Nuisance, Abatement, Sec. 3.9.2.4 Dangerous Buildings Declared a Nuisance; to order the repair, removal, securing, vacating, and/or demolition of buildings or structures located at 9001 Grandview Drive, (Property ID: 181112, LOT 13 South Jonestown Hills Unit 1), Jonestown, Texas, owners of record for said property being AMD Solutions, LLC.

The Board held considerable discussion regarding evidence of violations of the City of Jonestown Unified Development Code related to substandard and dangerous residential structures. Chair Ryan, Vice Chair Etherton, and Members Gallagher and Dertien discussed the length of time the property has remained in disrepair and concerns related to public safety and nuisance conditions.

Chris Colunga, Deputy Fire Marshal for Travis County ESD #1, presented the findings of his inspection report. Phil Thompson, Building Inspector for the City, also addressed the Board regarding his multiple site visits and the existing conditions of the property. The son of the property owner spoke on behalf of his mother, explaining that unpermitted work had been performed by his now-deceased father and requesting additional time to clean the site, remove debris, secure the property with fencing, and bring the structure into compliance.

Following discussion, the Board directed the following compliance framework for the property owner:

1. Within 30 days, resolve all identified health and safety hazards and install fencing to secure the site.
2. Within 45 days, submit a structural evaluation prepared by a licensed engineer addressing the condition and integrity of the principal structure and identifying required improvements.
3. Within 90 days, submit and obtain approval of either a building permit for renovations or a demolition permit through the Development Services Department.
4. Construction or demolition activity under the approved permit shall commence within 30 days of permit issuance.

5. Discussion regarding the proposed 2026 Board of Adjustments meeting schedule, as well as a proposed new meeting time.

Director Rebeca Guerra presented the Board with the proposed 2026 meeting schedule, maintaining meetings on the second Monday of each month and adjusting the meeting start time from 5:30 p.m. to 6:00 p.m. to accommodate travel to the City.

6. STAFF UPDATES

Director Rebeca Guerra introduced herself to the Board as the newly appointed Director. She provided a brief overview of her professional background and role with the City.

Inspector Thompson provided an update on properties from the August 11, 2025, meeting.

7. ADJOURNMENT

Member Gallagher made a motion to adjourn the meeting, and Member Dertien seconded the motion. The motion passed unanimously, and the meeting was adjourned at 7:22 PM.

PASSED AND APPROVED AT A MEETING HELD ON JANUARY 12, 2026.

James Ryan, Chair

ATTEST:

Sandra Barton, City Secretary