



GLOUCESTER COUNTY
Economic Development
Opportunity | Synergy | Sustainability

**ECONOMIC DEVELOPMENT AUTHORITY
MONTHLY MEETING
April 28, 2026, AT 8:30 A.M.
6489 Main Street, 2nd Floor Conference Room
Gloucester, VA 23061**

AGENDA

- I. Welcome – Mac Houtz
- II. Roll Call/Establish a Quorum
- III. Adoption of Agenda – Mac Houtz
- IV. Approval of March 24, 2026, Minutes – Mac Houtz
- V. Approval of March 2026 Financials – Sherry Spring
- VI. Public Comment – 3 minutes per person
- VII. Unfinished Business
 - a. EDA Business Survey Update – Sherry Spring
 - i. Coordinate Business Leaders Round Table Discussion in May
 - ii. Develop More In-depth Survey on 3 Top Priority Industries (handout at Round Table discussion)
 - iii. Research restaurants, grocery/specialty markets, entertainment most suitable for Gloucester
 - iv. Develop recruitment plan i.e., electronic marketing, direct mail, trade show
 - b. Timmons BMP Engineering Update – Al Ramsay
 - i. Timmons Invoice Approval – Sherry Spring
- VIII. New Business
 - a. Quotes from Rilee & Sons and Gilley Construction on BMP Maintenance – Sherry Spring
- IX. Items from the Floor
- X. Adjournment

Next Meeting Scheduled for May 26, 2026

Monthly Meeting Minutes
ECONOMIC DEVELOPMENT AUTHORITY
March 24, 2026

The scheduled Monthly meeting of the Gloucester County Economic Development Authority was held on Tuesday, March 24, 2026, at 8:30 a.m. at 6489 Main Street, Bldg. 2, Second Floor Conference Room, Gloucester, VA 23061), those present were:

Mr. Mac Houtz, Chair
Mr. Greg Earwood, Vice Chair
Mr. Evan VanLeeuwen, Treasurer
Mr. David Meeker, Secretary
Mr. Al Ramsay, Immediate Past Chair
Mr. Christian "Buddy" Rilee
Dr. Joe Leming, Liaison to the Board of Supervisors

ALSO PRESENT:

Ms. Sherry Spring, Assistant Secretary

CALL TO ORDER:

The meeting was called to order at 8:30 a.m. by Mr. Houtz. A quorum was established with seven members present.

ADOPTION OF AGENDA:

On a motion made by Mr. Houtz, seconded by Mr. Rilee and carried out by a vote of unanimous voice, the agenda was adopted.

APPROVAL OF FEBRUARY 2026 MINUTES:

On a motion made by Mr. VanLeeuwen, seconded by Mr. Meeker and carried out by a unanimous voice vote, February 24, 2026, minutes were approved as submitted.

REVIEW AND APPROVAL OF THE FEBRUARY 2026 FINANCIALS:

Ms. Spring reviewed the February 2026 financials with the board. Total operating expenses for the month of February were \$18,317.00. These expenses included interest expense on the bond and two other small expenses.

On a motion made by Mr. Rilee, seconded by Mr. Houtz and carried out by a unanimous voice vote, the February 2026 financials were approved.

PUBLIC COMMENTS:

There were no public comments.

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TIMMONS PRESENTATION TO EDA BOARD ON BMP ENGINEERING PROGRESS:

Mr. Houtz, Mr. Ramsay and Mr. Barrs attended the meeting with Aislinn Creel and her team on 3/4/2026. There was a consensus from the men in attendance that Timmons was not at 50% of the project that was originally stated but more like 35%. It was stated Timmons needed another two months to get where the EDA wanted in terms of the original scope of work. Timmons was told during the meeting the EDA wanted them to look at the pond as it stands and determine what can be built on the existing available land. Also determine if the pond works with what is already built out. Mr. Ramsay suggested that Aislinn work with him directly to determine next steps and understand exactly what the EDA wants from Timmons. Mr. Ramsay also suggested Ms. Spring reach out to Gilley Construction and get a maintenance agreement that would begin in the Spring before everything starts growing up around the pond.

DISCUSSION AND RESULTS OF EDA BUSINESS RECRUITMENT AND GROWTH SURVEY

Ms. Spring stated she had sent the survey results to the Board prior to the meeting. She provided the following summary to the Board.

Sent survey out on Feb. 27th and ended on 3/15/2026 (sent to 123 businesses and had 32 responses or 26% participation rate.

1. **What type of business best describes your company?** 35% of respondents were retail followed by 14% professional services and construction and trade.
2. **Where is your business located?** More than 50% said Courthouse Area followed by Hayes and Gloucester Point.
3. **What type of businesses would you like to see recruited to Gloucester?** Top 5 - Restaurants (sit-down); grocery store/specialty food market; retail; coffee shop/bakery and entertainment.
4. **If you could recruit one business tomorrow to Gloucester, what would it be?** Ukrops, Trader Joes, kid friendly such as WIC Center and successful small businesses.
5. **What goods or services do you regularly leave Gloucester to purchase?** Top 4 – clothing/shoes; higher end dining; specialty groceries and entertainment.
6. **What do you think Gloucester is missing most right now?** Costco; diversification – too many same type businesses; kid friendly options such as water pad, skating, WIC Center. Fun things for kids to do. GYB has 430 local families that use it. Receives zero funding from County. Need strong youth and recreational activities.
7. **What is the biggest challenge for business growth in Gloucester?** Competition outside Gloucester; cost of doing business and workforce availability.
8. **Would your business benefit from more of the following nearby?** Top 4 – more tourism activity; more housing opportunities; more restaurants and more business networking activities.
9. **Where should Gloucester focus recruitment efforts?** Route 17 corridor and Gloucester Courthouse/Main Street area.
10. **What businesses want/top 3 priorities for business recruitment:**
 - a. Grocery/specialty markets
 - b. Restaurants

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- c. Entertainment
- d. Lodging

11. 71% of participants would like to be contacted for additional input or future business roundtables.

Mr. Ramsay suggested the participants be contacted about attending a future EDA meeting or a roundtable session for additional input. Ms. Spring suggested several items in the survey could be communicated through the newsletters and social media. Examples were the recruitment suggestions of Trader Joes or Costco where Gloucester does not have the demographics they both require in their site selection process. She also suggested sending resources to the businesses for workforce needs, i.e., the high school, workforce board and Rappahannock Community College.

ESTIMATE FROM RILEE & SONS FOR ADDITIONAL LANDSCAPING/REMOVAL OF PLANTS AND TREES IN MEDIAN OF THE BUSINESS PARK

Ms. Spring stated she had received an email from Shelly Haywood, Haywood Flooring, about 3-4 accidents that had occurred from people exiting Sentara because of the overgrown plants and trees in the median. Ms. Haywood also complained about the debris along the sides of the streets in the business park and grass growing up through the pavement among a few other things.

Ms. Spring stated she contacted VDOT and Rilee & Sons about Ms. Haywood's concerns. Both Larry Riley and Kevin Sears came back with their suggestions and Rilee & Sons submitted a quote for \$2,400 to perform the work VDOT suggested.

Mr. Ramsay stated that VDOT owned the median along with Canon Way and suggested Ms. Spring contact them about taking care of the work and report back to the EDA with their response.

NEW BUSINESS:

Ms. Spring gave the following on new businesses:

1. Sassy Sew Crafty – is open now at 3558 Suite C, George Washington Memorial Highway. Shop is located beside the Chesapeake Marine Training Institute.
2. Smoke Masters have bought 7002 George Washington Memorial Highway for BBQ.
3. UMT Pharmacy is locating at 7453 George Washington Memorial Highway in the former Gloucester Pharmacy suite. Delegate Hodges is involved in this project with the Upper Mattaponi Indian Tribe. Spoke to him about the project and the incentive program earlier this week.
4. York River Oyster Company (YROC) is completing a 3,271 expansion of their dining area. They utilized the incentive program to assist with this project.
5. O'Reilly's Auto Parts site plan has been approved, and construction will begin soon beside Valvoline in Fox Mill Centre.
6. Sheetz has site plan approval for the new construction on Zandler Way.
7. Lease/purchase option at the former Courthouse Restaurant located at 6714 Main Street. New name is Brewawakening. Will open this Spring.
8. Harbor Freight is locating in the former Big Lots building.

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9. Met new GM of Hampton Inn and he looks forward to working with economic dev. and the county.
10. A new restaurant has signed a lease in the former Annie's Diner.
11. In February, we had 14 new homebased businesses and 11 new commercial businesses.

ADJOURNMENT:

On a motion made by Mr. Houtz, seconded by Mr. Earwood and carried out by a unanimous voice vote the March 24, 2026, Monthly Meeting of the Gloucester County Economic Development Authority adjourned.

The next monthly meeting of the Economic Development Authority will be April 28, 2026, at Bldg. 2, Second Floor Conference Room #236.

DRAFT

Economic Development Authority Gloucester

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

March 2026

	TOTAL					
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
Income						
Contributions from County		50,000.00	-50,000.00	50,000.00		100.00 %
Lease Revenue CETI	123,828.47	1,485,941.64	-1,362,113.17	1,362,113.17	8.33 %	91.67 %
LGIP Income	3,321.66	25,000.00	-21,678.34	21,678.34	13.29 %	86.71 %
Uncategorized Income		50,000.00	-50,000.00	50,000.00		100.00 %
Total Income	\$127,150.13	\$1,610,941.64	\$ -1,483,791.51	\$1,483,791.51	7.89 %	92.11 %
GROSS PROFIT	\$127,150.13	\$1,610,941.64	\$ -1,483,791.51	\$1,483,791.51	7.89 %	92.11 %
Expenses						
Bank Charges & Fees						
Bank Service Charges	26.00	420.00	-394.00	394.00	6.19 %	93.81 %
Total Bank Charges & Fees	26.00	420.00	-394.00	394.00	6.19 %	93.81 %
Bookkeeping	210.35	1,800.00	-1,589.65	1,589.65	11.69 %	88.31 %
Construction Costs	1,400.00	100,000.00	-98,600.00	98,600.00	1.40 %	98.60 %
Contingency		8,000.00	-8,000.00	8,000.00		100.00 %
Dues & Subscriptions	25.00	3,400.00	-3,375.00	3,375.00	0.74 %	99.26 %
Incentives	20,000.00	100,000.00	-80,000.00	80,000.00	20.00 %	80.00 %
Insurance		400.00	-400.00	400.00		100.00 %
Interest Expense	15,976.69	300,000.00	-284,023.31	284,023.31	5.33 %	94.67 %
Lawn Maintenance	1,000.00	9,720.00	-8,720.00	8,720.00	10.29 %	89.71 %
Legal & Professional Services		5,000.00	-5,000.00	5,000.00		100.00 %
Meals & Entertainment		375.00	-375.00	375.00		100.00 %
Meals/Meetings		750.00	-750.00	750.00		100.00 %
Miscellaneous	100.00		100.00	-100.00		
Other Business Expenses		325.00	-325.00	325.00		100.00 %
Reimbursable Expenses		500.00	-500.00	500.00		100.00 %
Repairs & Maintenance		1,000.00	-1,000.00	1,000.00		100.00 %
Special Business Events		2,000.00	-2,000.00	2,000.00		100.00 %
Utilities		200.00	-200.00	200.00		100.00 %
Total Expenses	\$38,738.04	\$533,890.00	\$ -495,151.96	\$495,151.96	7.26 %	92.74 %
NET OPERATING INCOME	\$88,412.09	\$1,077,051.64	\$ -988,639.55	\$988,639.55	8.21 %	91.79 %
NET INCOME	\$88,412.09	\$1,077,051.64	\$ -988,639.55	\$988,639.55	8.21 %	91.79 %

Economic Development Authority Gloucester

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

July 2025 - March 2026

	TOTAL					
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
Income						
Contributions from County	50,000.00	37,500.03	12,499.97	-12,499.97	133.33 %	-33.33 %
Lease Revenue CETI	1,114,456.23	1,114,456.23	0.00	0.00	100.00 %	0.00 %
LGIP Income	32,560.35	18,749.97	13,810.38	-13,810.38	173.66 %	-73.66 %
Uncategorized Income		37,500.03	-37,500.03	37,500.03		100.00 %
Total Income	\$1,197,016.58	\$1,208,206.26	\$ -11,189.68	\$11,189.68	99.07 %	0.93 %
GROSS PROFIT	\$1,197,016.58	\$1,208,206.26	\$ -11,189.68	\$11,189.68	99.07 %	0.93 %
Expenses						
Bank Charges & Fees						
Bank Service Charges	220.00	315.00	-95.00	95.00	69.84 %	30.16 %
Total Bank Charges & Fees	220.00	315.00	-95.00	95.00	69.84 %	30.16 %
Bookkeeping	960.35	1,350.00	-389.65	389.65	71.14 %	28.86 %
Construction Costs	45,788.60	74,999.97	-29,211.37	29,211.37	61.05 %	38.95 %
Contingency		6,000.03	-6,000.03	6,000.03		100.00 %
Dues & Subscriptions	3,267.00	2,549.97	717.03	-717.03	128.12 %	-28.12 %
Incentives	77,692.99	74,999.97	2,693.02	-2,693.02	103.59 %	-3.59 %
Insurance	391.00	299.97	91.03	-91.03	130.35 %	-30.35 %
Interest Expense	171,072.00	225,000.00	-53,928.00	53,928.00	76.03 %	23.97 %
Lawn Maintenance	5,041.50	7,290.00	-2,248.50	2,248.50	69.16 %	30.84 %
Legal & Professional Services	300.00	3,750.03	-3,450.03	3,450.03	8.00 %	92.00 %
Legal Expenses	450.00		450.00	-450.00		
Meals & Entertainment	393.73	281.25	112.48	-112.48	139.99 %	-39.99 %
Meals/Meetings	203.93	562.50	-358.57	358.57	36.25 %	63.75 %
Miscellaneous	350.00		350.00	-350.00		
Other Business Expenses	100.00	243.72	-143.72	143.72	41.03 %	58.97 %
Reimbursable Expenses	71.41	375.03	-303.62	303.62	19.04 %	80.96 %
Repairs & Maintenance		749.97	-749.97	749.97		100.00 %
Special Business Events	250.00	1,500.03	-1,250.03	1,250.03	16.67 %	83.33 %
Utilities	59.14	150.03	-90.89	90.89	39.42 %	60.58 %
Utilities Expenses	19.57		19.57	-19.57		
Total Expenses	\$306,631.22	\$400,417.47	\$ -93,786.25	\$93,786.25	76.58 %	23.42 %
NET OPERATING INCOME	\$890,385.36	\$807,788.79	\$82,596.57	\$ -82,596.57	110.23 %	-10.23 %
NET INCOME	\$890,385.36	\$807,788.79	\$82,596.57	\$ -82,596.57	110.23 %	-10.23 %

Profit and Loss

Economic Development Authority Gloucester

July 1, 2025-March 31, 2026

	TOTAL
Income	
Contributions from County	50,000.00
Lease Revenue CETI	1,114,456.23
LGIP Income	32,560.35
Total for Income	\$1,197,016.58
Gross Profit	
	\$1,197,016.58
Expenses	
Bank Charges & Fees	
Bank Service Charges	220.00
Total for Bank Charges & Fees	\$220.00
Bookkeeping	960.35
Construction Costs	45,788.60
Dues & Subscriptions	3,267.00
Incentives	77,692.99
Insurance	391.00
Interest Expense	171,072.00
Lawn Maintenance	5,041.50
Legal Expenses	450.00
Legal & Professional Services	300.00
Meals & Entertainment	393.73
Meals/Meetings	203.93
Miscellaneous	350.00
Other Business Expenses	100.00
Reimbursable Expenses	71.41
Special Business Events	250.00
Utilities	59.14
Utilities Expenses	19.57
Total for Expenses	\$306,631.22
Net Operating Income	\$890,385.36
Net Other Income	
Net Income	\$890,385.36

Balance Sheet
Economic Development Authority Gloucester
As of Mar 31, 2026

	TOTAL
Assets	
Current Assets	
Bank Accounts	
BB&T 0817	53,744.77
Sona Bank Checking 1474	0.00
Total for Bank Accounts	\$53,744.77
Other Current Assets	
Inventory- Business Park	1,083,044.37
Total for Other Current Assets	\$1,083,044.37
Total for Current Assets	\$1,136,789.14
Fixed Assets	
Accumulated Depreciation	-13,375,870.72
Building	18,221,571.67
Equipment	7,234.18
Land	473,735.40
Total for Fixed Assets	\$5,326,670.53
Other Assets	
Local Govt Invest Pool (LGIP)	1,039,936.81
Total for Other Assets	\$1,039,936.81
Total for Assets	\$7,503,396.48
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total for Accounts Payable	\$0.00
Total for Current Liabilities	\$0.00
Long-term Liabilities	
Bond Payable - BB&T 00005	4,033,873.06
Total for Long-term Liabilities	\$4,033,873.06
Total for Liabilities	\$4,033,873.06
Equity	
Retained Earnings	2,579,138.06
Net Income	890,385.36
Total for Equity	\$3,469,523.42
Total for Liabilities and Equity	\$7,503,396.48

General Ledger
Economic Development Authority Gloucester
March 2026

DISTRIBUTION ACCOUNT	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
BB&T 0817								
Beginning Balance								70,082.80
BB&T 0817	03/01/2026	Deposit				Lease Revenue CETI	123,828.47	193,911.27
BB&T 0817	03/05/2026	Expense		BB&T			-117,405.15	78,506.12
BB&T 0817	03/17/2026	Check	3190	Timmons Group		Construction Costs	-1,400.00	75,106.12
BB&T 0817	03/18/2026	Check	3191	Rilee & Sons Landscaping		Lawn Maintenance	-1,000.00	74,106.12
BB&T 0817	03/18/2026	Check	3192	State Corporation Commission		Dues & Subscriptions	-25.00	74,081.12
BB&T 0817	03/18/2026	Check	3193	York River Oyster Company		Incentives	-10,000.00	64,081.12
BB&T 0817	03/18/2026	Check	3194	Grayfend Hom		Incentives	-10,000.00	54,081.12
BB&T 0817	03/20/2026	Check	3195	Michael L. Burns LLC		Bookkeeping	-210.35	53,870.77
BB&T 0817	03/20/2026	Check	3196	Anna Robins		Miscellaneous	-25.00	53,845.77
BB&T 0817	03/23/2026	Check	SVCCHRG		Service Charge	Bank Charges & Fees Bank Service Charges	-26.00	53,819.77
BB&T 0817	03/25/2026	Check	3197	Virginia Shriner		Miscellaneous	-25.00	53,794.77
BB&T 0817	03/25/2026	Check	3198	Katie Leigh		Miscellaneous	-25.00	53,769.77
BB&T 0817	03/25/2026	Check	3199	Amber Stephens		Miscellaneous	-25.00	53,744.77
Total for BB&T 0817							-516,338.03	
Sona Bank Checking 1474								
Beginning Balance								0.00
Total for Sona Bank Checking 1474								
Inventory- Business Park								
Beginning Balance								1,083,044.37
Total for Inventory- Business Park								
Accumulated Depreciation								
Beginning Balance								13,375,870.72
Total for Accumulated Depreciation								
Building								
Beginning Balance								18,221,571.67
Total for Building								
Equipment								
Beginning Balance								7,234.18
Total for Equipment								
Land								
Beginning Balance								473,735.40
Total for Land								
Local Govt Invest Pool (LGIP)								
Beginning Balance								1,036,615.15
Local Govt Invest Pool (LGIP)	03/31/2026	Journal Entry	INTEREST		Interest Earned		3,321.66	1,039,936.81
Total for Local Govt Invest Pool (LGIP)							\$3,321.66	
Accounts Payable								
Beginning Balance								0.00
Total for Accounts Payable								
Bond Payable - BB&T 00005								
Beginning Balance								4,135,301.52
Bond Payable - BB&T 00005	03/05/2026	Expense		BB&T		BB&T 0817	-101,428.46	4,033,873.06
Total for Bond Payable - BB&T 00005							-101,428.46	
Total for Bond Payable - BB&T 00005							\$101,428.46	
Retained Earnings								
Beginning Balance								2,579,138.06
Total for Retained Earnings								
Contributions from County								
Beginning Balance								50,000.00
Total for Contributions from County								
Lease Revenue CETI								
Beginning Balance								990,827.76
Lease Revenue CETI	03/01/2026	Deposit				BB&T 0817	123,828.47	1,114,458.23
Total for Lease Revenue CETI							\$123,828.47	
LGIP Income								
Beginning Balance								29,238.69
LGIP Income	03/31/2026	Journal Entry	INTEREST		Interest Earned		3,321.66	32,560.35
Total for LGIP Income							\$3,321.66	
Bank Charges & Fees								
Beginning Balance								194.00
Bank Service Charges	03/23/2026	Check	SVCCHRG			BB&T 0817	26.00	220.00
Total for Bank Service Charges							\$26.00	
Total for Bank Charges & Fees with sub-accounts							\$26.00	
Bookkeeping								
Beginning Balance								750.00
Bookkeeping	03/20/2026	Check	3195	Michael L. Burns LLC		BB&T 0817	210.35	960.35
Total for Bookkeeping							\$210.35	

General Ledger
Economic Development Authority Gloucester
March 2026

DISTRIBUTION ACCOUNT	TRANSACTION DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Construction Costs								
Beginning Balance								44,388 60
Construction Costs	03/17/2026	Check	3190	Timmons Group		BB&T 0817	1 400 00	45,788 60
Total for Construction Costs							\$1,400 00	
Dues & Subscriptions								
Beginning Balance								3,242 00
Dues & Subscriptions	03/18/2026	Check	3192	State Corporation Commission	Business Park Annual Fee	BB&T 0817	25 00	3,267 00
Total for Dues & Subscriptions							\$25 00	
Incentives								
Beginning Balance								57,692 99
Incentives	03/18/2026	Check	3193	York River Oyster Company	Property Improvement Grant	BB&T 0817	10 000 00	67,692 99
Incentives	03/18/2026	Check	3194	Graylend Horn	Property Improvement Grant - Former Bowling Alley Renovation	BB&T 0817	10,000 00	77,692 99
Total for Incentives							\$20,000 00	
Insurance								
Beginning Balance								391 00
Total for Insurance								
Interest Expense								
Beginning Balance								155,095 31
Interest Expense	03/05/2026	Expense		BB& T		BB&T 0817	15,976 69	171,072 00
Total for Interest Expense							\$15,976 69	
Lawn Maintenance								
Beginning Balance								4,041 50
Lawn Maintenance	03/18/2026	Check	3191	Rilee & Sons Landscaping		BB&T 0817	1,000 00	5 041 50
Total for Lawn Maintenance							\$1,000 00	
Legal & Professional Services								
Beginning Balance								300 00
Total for Legal & Professional Services								
Legal Expenses								
Beginning Balance								450 00
Total for Legal Expenses								
Meals & Entertainment								
Beginning Balance								393 73
Total for Meals & Entertainment								
Meals/Meetings								
Beginning Balance								203 93
Total for Meals/Meetings								
Miscellaneous								
Beginning Balance								250 00
Miscellaneous	03/20/2026	Check	3196	Anna Robins	Survey participant winner	BB&T 0817	25 00	275 00
Miscellaneous	03/25/2026	Check	3197	Virginia Shnner	Survey participant winner	BB&T 0817	25 00	300 00
Miscellaneous	03/25/2026	Check	3198	Katie Leigh	Survey participant winner	BB&T 0817	25 00	325 00
Miscellaneous	03/25/2026	Check	3199	Amber Stephens	Survey participant winner	BB&T 0817	25 00	350 00
Total for Miscellaneous							\$100 00	
Other Business Expenses								
Beginning Balance								100 00
Total for Other Business Expenses								
Reimbursable Expenses								
Beginning Balance								71 41
Total for Reimbursable Expenses								
Special Business Events								
Beginning Balance								250 00
Total for Special Business Events								
Utilities								
Beginning Balance								59 14
Total for Utilities								
Utilities Expenses								
Beginning Balance								19 57
Total for Utilities Expenses								

Economic Development Authority Gloucester

BB&T 0817, Period Ending 03/31/2026

RECONCILIATION REPORT

Reconciled on: 04/15/2026

Reconciled by: Katrina Moss

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	71,142.38
Service charge	-26.00
Checks and payments cleared (5)	-118,940.50
Deposits and other credits cleared (1)	123,828.47
Statement ending balance	<u>76,004.35</u>
Uncleared transactions as of 03/31/2026	-22,259.58
Register balance as of 03/31/2026	53,744.77
Cleared transactions after 03/31/2026	0.00
Uncleared transactions after 03/31/2026	123,828.47
Register balance as of 04/15/2026	177,573.24

Details

Checks and payments cleared (5)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/24/2026	Check	3189	Michael L. Burns LLC	-300.00
03/05/2026	Expense		BB&T	-117,405.15
03/18/2026	Check	3192	State Corporation Commission	-25.00
03/18/2026	Check	3191	Rilee & Sons Landscaping	-1,000.00
03/20/2026	Check	3195	Michael L. Burns LLC	-210.35
Total				-118,940.50

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/01/2026	Deposit			123,828.47
Total				123,828.47

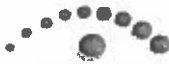
Additional Information

Uncleared checks and payments as of 03/31/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/28/2025	Check	3106	Dominion Energy	-8.94
06/25/2025	Check	3124	Olivias	-106.71
07/16/2025	Check	3135	Olivias	-122.67
09/16/2025	Check	3148	Rilee & Sons Landscaping	-440.00
10/25/2025	Check	3165	Olivias	-81.26
03/17/2026	Check	3190	Timmons Group	-1,400.00
03/18/2026	Check	3193	York River Oyster Company	-10,000.00
03/18/2026	Check	3194	Graylend Hom	-10,000.00
03/20/2026	Check	3196	Anna Robins	-25.00
03/25/2026	Check	3197	Virginia Shinner	-25.00
03/25/2026	Check	3198	Katie Leigh	-25.00
03/25/2026	Check	3199	Amber Stephens	-25.00
Total				-22,259.58

Uncleared deposits and other credits after 03/31/2026

DATE	TYPE	REF NO	PAYEE	AMOUNT (USD)
04/01/2026	Deposit			123 828.47
Total				123,828.47



TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

INVOICE

Ms. Sherry Spring
Director of Economic Development
Gloucester County, VA
Department of Public Works
Building Two
6489 Main Street
Gloucester, VA 23061

April 07, 2026
Project No: 75004
Invoice No: 394847
Due Date: May 07, 2026
Account No: 020019

Invoice Total \$8,011.20

Project 75004 Gloucester Business Park SW Management

Professional Services through March 29, 2026

Phase 001 Fixed Fee Services

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
Geotechnical Investigation	28,000.00	80.00	22,400.00	18,200.00	4,200.00
Survey	6,500.00	100.00	6,500.00	6,500.00	0.00
Wetland Delineation	3,500.00	100.00	3,500.00	3,500.00	0.00
Permitting Wetland/Construction Permit	12,920.00	0.00	0.00	0.00	0.00
Reimbursables	198.80	0.00	0.00	0.00	0.00
Construction Documents	23,820.00	50.00	11,910.00	8,098.80	3,811.20
H&H Study	6,040.00	100.00	6,040.00	6,040.00	0.00
VESMP Compliance Calculations	7,340.00	47.00	3,449.80	3,449.80	0.00
Total Fee	88,318.80		53,799.80	45,788.60	8,011.20
	Total				8,011.20
			Total this Phase		\$8,011.20
			Total this Invoice		\$8,011.20

Please Remit to:
7053 Celebration Park Ave, Suite 300
Richmond, VA 23225
804.200.6500

Federal Tax ID: 54-1301413

EFT Remittance:
Towne Bank | Glen Allen, VA
ABA #051408949 | A/C #0281001456
ap@timmons.com

ESTIMATE

RILEE AND SONS LANDSCAPING,
INC.
PO Box 82
Gloucester, VA 23061

lrilee@rileelandscapes.com
+1 (757) 880-2395
www.rileelandscapes.com



Bill to
SHERRY SPRING
GLOUCESTER COUNTY ECONOMIC
DEVELOPMENT
6467 MAIN ST.
GLOUCESTER, VA 23061

Ship to
SHERRY SPRING
GLOUCESTER COUNTY ECONOMIC
DEVELOPMENT
6467 MAIN ST.
GLOUCESTER, VA 23061

Estimate details

Estimate no.: 26-1154
Estimate date: 04/20/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		BUSH HOG	BUSH HOG / CUT RETENTION POND AREA BEHIND PUMP STATION IN BUSINESS PARK PRICE PER SERVICE (ESTIMATED SCHEDULING-SPRING /FALL)	1	\$600.00	\$600.00
					Total	\$600.00

Accepted date

Accepted by

ESTIMATE

GILLEY CONSTRUCTION, LLC
131 Smokehouse Lane
WILLIAMSBURG, VA 23185

gilleyconstructionllc@gmail.com
+1 (757) 342-1409
www.gilleyconstructionllc.com



Gloucester County Business Park

Bill to
6489 Main Street, Suite 303
Gloucester
Va
23061

Estimate details

Estimate no.: 1285
Estimate date: 03/30/2026
Expiration date: 04/30/2026

#	Product or service	Description	Amount
1.	Construction	At the BMP behind the address of 6000 Industrial DR Gloucester VA. Maintenance contract for June and October 2026 \$3,200 per visit x 2. Mow both access roads to the facility. Mow entire embankment with mowing heights between 6-8". Mow 10' around any structure such as: primary spillway, emergency spillway, concrete flumes, riprap areas, inlets, outlets and outfalls. Pickup trash around the facility and haul off to an approved dumpsite. Report any deficiencies to the HOA.	\$6,400.00

Total **\$6,400.00**

Note to customer

Acceptance of estimates

Expiry date 04/30/2026

We hereby proposed to furnish all labor and equipment needed to perform the work on the reference project as described. All work is to be a completed according to local standard specifications. All private utilities must be marked by owner. Exclusions: Permits, surveying, unsuitable soils/ sub-grade, changes in existing conditions, repairs of work damaged by others and private unmarked utilities.

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified. The proposal expires in thirty (30) days but may not be accepted anytime thereafter at the option of Gilley Construction LLC. Payment will be made upon completion. A finance charge of