Town of Selbyville
Economic Development Committee
June 5, 2026

Mayor Duncan called the meeting to order at 10:30 a.m. at the Selbyville Public Library.

The first item on the agenda was review and discussion of the Downtown Development District Application. The purpose of the meeting was to finalize several components of the Downtown Development District application, including the proposed incentives. Committee members had previously received a link to review the draft application, and Sharon Cruz of Davis, Bowen & Friedel (DBF) invited the group to provide questions or comments.

Susan Bunting of the Selbyville Historical Society thanked Cruz for the considerable time and effort she had devoted to preparing the application. Bunting asked how important community letters of support would be to the application. Cruz explained that the letters are critical and would demonstrate strong community support to the Office of State Planning Coordination, potentially strengthening the Town's chances of receiving the designation.

Councilman Kirsch asked whether a letter of support from Wawa, which plans to establish a location in Selbyville, would be beneficial. Cruz stated that it would be worthwhile to request one, even though the proposed Wawa location is outside the downtown district.

Cruz advised that the application is due June 15, 2026; however, she would prefer to submit it ahead of the deadline. The application must first be approved at the upcoming Mayor and Council meeting on Monday, making it necessary to finalize the remaining details beforehand.

Town Administrator Long suggested reconsidering the proposed building permit fee reduction. She explained that, as previously discussed, the reduction may be too substantial for the Town's budget. The committee reviewed and discussed possible adjustments to the proposed incentive.

Cruz asked whether Bob McCalahan had prepared any designs or renderings for his proposed project that could be included with the application. The committee believed he may be waiting for Mayor and Council to decide the future of the neighboring vacant lot, which he may wish to use for parking. Cruz requested information about any projects anticipated to begin within the next six to twelve months so they could be included in the application.

The committee also discussed the proposed sidewalk and façade improvement program. Under the proposal, assistance would be offered as a loan repayable over four years, with individual awards capped and program funding derived from building permit revenue. Cruz recommended revising the language to clarify that assistance would be awarded on a first-come, first-served basis and would be limited to the amount of funding available.

Human Resources Specialist Loryn Rose asked whether restrictions would apply to contractors selected for participating projects. Cruz explained that the Delaware State Historic Preservation Office rebate program includes contractor requirements and that participating contractors must be based in Delaware.

Councilman Kirsch commended Cruz for her work on the application. A committee member asked when the Downtown Development District designations are expected to be announced. Cruz explained that the timeline will depend on the number of municipalities that apply. If fewer municipalities submit applications, the selection process may move more quickly.

The committee concluded its discussion by identifying additional individuals, businesses, and community organizations that could be asked to provide letters of support.

With no further questions or business to discuss, Councilman Kirsch made a motion to adjourn. The motion was seconded by Loryn Rose.

Respectfully Submitted,

Mackenzie Culley

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Administrative Assistant