

Borough of Palisades Park
275 Broad Avenue
County of Bergen
State of New Jersey

Work Session
of the Mayor & Council
July 21, 2026

**BOROUGH OF PALISADES PARK
MAYOR AND COUNCIL
WORK SESSION MEETING MINUTES
JULY 21, 2026 @ 6:00 PM**

MAYOR CHONG PAUL KIM CALLED THE MEETING TO ORDER

Mayor Chong Paul Kim called the Work Session to order at 6:00 PM and read the notice into the record. The notice was filed January 13, 2026, with The Record and the Newark Star Ledger, both official newspapers of the Borough; notice was posted on the bulletin board at Borough Hall and on the Borough website; and a copy is preserved in the Clerk's Office.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

The Pledge of Allegiance and a Moment of Silence were led by Member Charlie Kwak.

ROLL CALL

Present: Mayor Chong Paul Kim, Member Donohue, Member Kwak, Member Lee, Member Shin, Member Won-Yoon

Absent: Member Min

The Borough Attorney Allan Roth and Borough Administrator Roberta Stern were also present.

ADOPTION OF MINUTES

- Regular Meeting of Mayor and Council — April 28, 2026
- Executive Session of Mayor and Council — May 26, 2026
- Work Session of Mayor and Council — June 16, 2026
- Regular Meeting of Mayor and Council — June 23, 2026
- Executive Session of Mayor and Council — June 23, 2026

Mayor Kim asked the Borough Clerk to review the Minutes prior to the next regular meeting, noting specific concerns. He observed what appeared to be a duplicate ordinance of the same number in the June 23, 2026, Regular Meeting Minutes, and indicated that the April 28 and June 16 minutes may contain incorrect or missing pertinent information. The governing body was advised to review the Minutes and that a vote on adoption would be held at the following Tuesday's regular meeting. Mayor Kim stated he may need to table the adoption pending the Clerk's review and corrections.

INTRODUCTION OF ORDINANCES

ORDINANCE 2026-21 — Calendar Year 2026 Ordinance to Exceed the Municipal Budget Cost of Living Allowance and to Establish a Cap Bank

Mayor Kim explained that although this is a Work Session, the governing body was being asked to vote on this ordinance and related resolutions due to their critical importance to the 2026 municipal budget. The CFO addressed the governing body, explaining that the budget formulated for approval involves the transfer of unused funds into the CAP Bank. He emphasized that if the ordinance did not pass, approximately \$200,000 could fall out of budget, with potential layoffs and salary reductions. He confirmed that the content of the ordinance had not changed from the prior introduction, but the Borough auditor recommended a sequential order of approval. The resolution rescinding the prior budget introduction (Resolution 2026-197) should be acted upon before re-introducing the ordinance. The Borough Attorney confirmed that while the ordinance was voted on first, the record could proceed in the appropriate order for the remaining items. The governing body and attorney agreed the process was acceptable. The Mayor opened and closed a brief public comment period limited to Ordinance 2026-21, with no members of the public coming forward to comment.

Motion to introduce Ordinance 2026-21 was made by Member Donohue and seconded by Member Kwak.

Roll call:

Ayes: Councilmembers Donohue, Kwak, Lee, Shin and Won-Yoon

Absent: Member Min.

ORDINANCE 2026-22 — Revising Existing Ordinance to Incorporate Berkeley Palisade Project Included in the Housing Element and Fair Share Plan (No action was taken)

The Borough Administrator explained that this ordinance was a clarification and cleanup of language required by the Borough Planner, in coordination with the planning professionals. No

major changes were made to the content provided. Council members were advised to direct any questions to the Borough Administrator during the week. No vote was taken at the Work Session, as introduction was scheduled for the regular meeting.

ORDINANCE 2026-23 — An Ordinance Establishing the Broad Avenue Commercial Diversity Overlay District to Promote a Balanced Mix of Commercial Uses (Stricken)

The Borough Attorney provided background on the ordinance, explaining that its intent is to promote fair competition among businesses on Broad Avenue by providing certain area restrictions to prevent overload of similar business types, while complying with federal and state requirements against trade restrictions.

Member Shin raised the question of whether a public information session or town hall meeting should be held to allow affected business owners and residents to weigh in before formal introduction. Mayor Kim agreed strongly with this suggestion, stating that while the ordinance was well-prepared, it was prudent to hold community engagement before proceeding. Mayor Kim directed that Ordinance 2026-23 be stricken from the agenda not tabled and that it be refined further with input from a town hall meeting with business owners and other interested parties before any future introduction.

2ND READING OF ORDINANCE

ORDINANCE 2026-16 — Establishment of Ordinance for the Storage of Salt and Other Solid De-Icing Materials on Properties Not Owned or Operated by the Municipality (Privately-Owned), Including Residences, in the Borough of Palisades Park (No action was taken)

The Borough Administrator noted that this ordinance is part of the Borough's stormwater requirements. It is scheduled for its second reading and final vote at the next regular meeting.

OFF CONSENT AGENDA

Mayor Kim acknowledged that items were placed on the Off Consent Agenda due to time-sensitive circumstances. He expressed his preference that the Work Session not regularly be used as a voting session and asked that the Borough Administrator plan accordingly. The Mayor also directed that future agenda items requiring a vote be clearly identified on the printed agenda.

RESOLUTION 2026-197 — Rescinding Resolution 2026-192, Introduction of Municipal Budget for the Year 2026

Mayor Kim explained that this rescission was necessary because the prior introduction of the municipal budget had not followed proper procedures. The CFO and Borough Attorney confirmed the rescission was required before a proper re-introduction could be made.

Motion to approve Resolution 2026-197 was made by Member Donohue and seconded by Member Kwak.

Roll call;

Ayes: Members Donohue, Kwak, Lee, Shin and Won-Yoon

Absent: Member Min

RESOLUTION 2026-198 — Introduction of the 2026 Municipal Budget

Mayor Kim confirmed with the CFO that nothing of the 2026 municipal budget previously provided had not changed from the prior introduction; only the resolution date and resolution number were updated to reflect the corrected process.

Motion to approve Resolution 2026-198 was made by Member Kwak and seconded by Member Donohue.

Roll call: Members Donohue, Kwak, Lee, Shin

Absent: Member Min

Nay: Member Won-Yoon

RESOLUTION 2026-199 — Authorizing the Inclusion in the Bergen County CDBG Program for Fiscal Years 2027, 2028, and 2029

The Borough Administrator explained that this is a routine three-year participation agreement required by Bergen County for the Borough to remain eligible for Community Development Block Grant (CDBG) funds from HUD. The resolution was sent to the Clerk's office in June but was never processed, causing it to miss its submission deadline. The County granted a one-day extension, allowing the Borough to pass and sign the resolution at the meeting for submission the following day. The Borough received approximately \$78,000 in CDBG funds for the current cycle. Mayor Kim expressed concern that time-sensitive administrative matters had been allowed to lapse and directed that urgent items be clearly flagged on future agendas.

Motion to approve Resolution 2026-199 was made by Member Donohue and seconded by Member Kwak.

Roll call:

Ayes: Members Donohue, Kwak, Lee, Shin and Won-Yoon
Absent: Member Min.

RESOLUTION 2026-200 — Authorizing the Execution of an Agreement with the County of Bergen to Supersede the Cooperative Agreement Dated July 1, 2024, Establishing the Bergen County Community Development Program

The Borough Administrator noted that this resolution was also sent to the Clerk's office together with Resolution 2026-199 but was never processed. Both were required by the County to be completed together as part of the CDBG participation process, and both were due the prior day, July 20, 2026.

Motion to approve Resolution 2026-199 was made by Member Donohue and seconded by Member Kwak.

Roll call:

Ayes: Members Donohue, Kwak, Lee, Shin and Won-Yoon

Absent: Member Min.

RESOLUTION 2026-201 — Authorizing the Clerk to Advertise for the 2025 CDBG Commercial Avenue Improvement Project

The Borough Administrator explained that this resolution was placed on the Off Consent Agenda due to a timing issue: the Borough's engineer needed the bid advertisement posted online the following day in order to allow sufficient time (14 to 17 days) for a public bidding process. The goal is to have the bid awarded at the August Work Session, with construction completed before the change of season. The project is funded through CDBG grant funds. Mayor Kim expressed a preference that the Work Session not be regularly used for such votes but acknowledged the necessity in this instance.

Motion to approve Resolution 2026-199 was made by Member Donohue and seconded by Member Kwak.

Roll call:

Ayes: Members Donohue, Kwak, Lee, Shin and Won-Yoon

Absent: Member Min.

RESOLUTION 2026-202 — Appointment of Part Time Finance Clerk (No Action Taken)

The Borough Administrator explained that this appointment was necessary because of recent departures in the Finance Department. Finance Clerk Maria Goode retired effective July 10, 2026, and a previously full-time finance staff member transitioned to a part-time, 20-hour arrangement. The CFO identified a need for on-site support and recommended the temporary part-time appointment of Sue Fett, who holds a CFO license but would serve strictly in a finance clerk capacity. Member Shin raised questions regarding the number of full-time positions in the department and the rationale for continued reliance on part-time staffing. Mayor Kim acknowledged the concern and directed the Borough Administrator to prepare a resolution authorizing the advertisement for full-time permanent Finance Department positions for the next regular meeting. A minor error was also identified which was corrected and would be placed on the regular meeting agenda.

CONSENT AGENDA (DISCUSSION)

The Borough Clerk read the titles of all items on the Consent Agenda.

Resolution 2026-204 — Authorization of Liquor License Renewals for 2026-2027: Member Shin inquired about the status of licenses that expired at the end of June 2026.

The Borough Clerk explained that establishments had obtained an Ad Interim Permit directly from the State to continue operating during the renewal period. Clerk noted that four licenses were expected to appear on the agenda and confirm the details.

Resolution 2026-208 — Designating Tamares Management LLC as Redeveloper and Authorizing Entry into a Redevelopment Agreement:

The Borough Attorney provided background, explaining that the redevelopment process had been initiated previously, with the area designated as one in need of redevelopment and a redevelopment plan. This resolution represents the next procedural step formally designating Tamares Management LLC as the redeveloper and authorizing a redevelopment agreement, which covers matters such as off-site improvement contributions, affordable housing set-asides, and other obligations consistent with the redevelopment plan and fair share requirements. Mayor Kim expressed concern that the Borough's special redevelopment attorney was not present at the Work Session for this discussion.

The Borough Administrator indicated that because nothing had changed since the executive session held the prior month, the special attorney had not been asked to attend.

Mayor Kim directed the Borough Administrator to schedule a meeting with the special redevelopment attorney for Friday, July 25, 2026 between 3:00 and 5:00 PM, with Member Shin

and one other council member in attendance, to ensure all questions could be addressed before the regular meeting.

Resolution 2026-225 — Authorizing the Clerk to Advertise for an Executive Administrative Assistant:

Council President Lee provided commented that numerous ongoing borough projects including the Bellevue parking facility opening, crosswalk installations on Grand Avenue, and exercise equipment installation at Columbus Park were progressing slowly, and that residents had expressed dissatisfaction. The resolution would authorize advertisement for a position to provide administrative support to the Borough Administrator and assist with project completion.

Discussion continued regarding whether the position should be full-time or part-time. Mayor Kim directed the Borough Administrator to circulate a detailed description of roles and responsibilities to all council members by Thursday, July 23, 2026, so the governing body could be adequately informed before voting at the regular meeting.

Few members of the governing body that hard copies of Resolution 2026-225 were not included in the distributed packets and directed that complete hard copy packets always be prepared for both Work Sessions and regular meetings going forward.

The Consent Agenda items were presented for discussion only; no vote was taken at this Work Session. All items will be voted upon at the next regular meeting.

COUNCIL REPORTS

Member Kwak announced the upcoming September 26th Street Festival and encouraged vendors and food vendors to contact the Recreation Department or visit the Borough website. He also thanked all those who assisted with the Knicks and World Cup events, the family fun night, and the sprinkler park opening, commending the Recreation Department for its work.

Member Donohue stated that he anticipated providing an update at the next regular meeting regarding a developing agreement between the Police Committee, the Board of Education, and the school superintendent, noting that the process was expected to be formalized by that time.

Attorney Report

No report

BA Report

No report

Police Report

No report

Engineer Reports

The Borough's engineers deferred their report to the next regular meeting.

Public Participation

Mayor Kim opened the floor to public comment.

Motion by member Kwak, seconded by member Donohue.

No members of the public came forward to speak.

The public participation portion was closed.

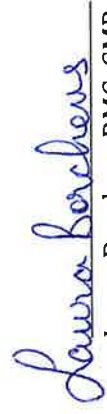
Motion by member Kwak, seconded by member Donohue.

ADJOURNMENT

Motion to adjourn was made by Member Kwak and seconded by Member Donohue. All in favor.

The Work Session was adjourned at 7:20PM.

I CERTIFY THIS TO BE A TRUE COPY OF MINUTES APPROVED AT THE MAYOR AND COUNCIL MEETING ON AUGUST 25, 2026


Laura Borchers RMC, CMR
Interim Borough Clerk

