



CITY OF ALLENTOWN

No 30983

RESOLUTION

R220 - 2024

*Introduced by the Administration on December 18, 2024*

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**HISTORICAL ARCHITECTURAL REVIEW BOARD**  
**Lauren A. Nyemscek (Real Estate Broker - Alternate)**  
**Term Expiration: 12/18/2027**

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***Resolved by the Council of the City of Allentown, That***

City Council does hereby give advice and consent to the following appointment to the Historical Architectural Review Board (HARB) submitted to this Council by Mayor Matt Tuerk.

**HISTORICAL ARCHITECTURAL REVIEW BOARD**  
**Lauren A. Nyemscek (Real Estate Broker - Alternate)**  
**Term Expiration: 12/18/2027**

	Yea	Nay
Candida Affa	X	
Ce-Ce Gerlach	X	
Daryl Hendricks	X	
Santo Napoli	X	
Natalie Santos	X	
Ed Zucal	X	
Cynthia Y. Mota, President	X	
TOTAL	7	0

***THIS IS TO CERTIFY, That the above copy of Resolution No. 30983 was adopted by the City Council of Allentown on the 18<sup>th</sup> day of December, 2024, and is on file in the City Clerk's Office.***

  
 City Clerk

*(This form is fillable with any smart device.)*

**REQUEST FOR APPOINTMENT**

**DATE** 10/2/24

**AUTHORITY, BOARD OR COMMISSION YOU ARE REQUESTING APPOINTMENT TO:** \_\_\_\_\_

**NAME:** Lauren A. Nyemscek

**ADDRESS:** 760 Benton Street, Allentown PA 18103

**BUSINESS**

**ADDRESS:** 3120 Hamilton Blvd. Allentown Pa 18103

**TELEPHONE NO. (RESIDENCE)** 484-347-8005 **BUSINESS** \_\_\_\_\_

**EMAIL:** thenyemscekteam@gmail.com

**PRESENTLY EMPLOYED**

**BY:** Remax Real Estate

**JOB**

**TITLE:** Realtor

**EMPLOYMENT**

**(Prior):** \_\_\_\_\_

**EDUCATION:**

**HIGH SCHOOL GRADUATE:**



YES

**COLLEGE OR UNIVERSITY GRADUATE**



YES

**DEGREE/FIELD OF STUDY**



NO



NO

Md. Ed (in Education) Lehigh University and B.A. (Film/Video) Columbia College Chicago

**CURRENT MEMBERSHIP IN ORGANIZATIONS AND**

**OFFICES:** GLVR MLS:Member;National Association of Realtors Member,Pennsylvania Associate of Realtors Memb;

Bright MLS:Member; GLVR Grievance Committee Board Member

**PAST ORGANIZATIONAL MEMBERSHIP AND OFFICES  
HELD:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DO YOU LIVE IN THE CITY OF ALLENTOWN:** ☒ **YES** ☐ **NO**

**DO YOU HAVE A SIGNIFICANT "BUSINESS" OR "PROPERTY" INTEREST IN  
ALLENTOWN? PLEASE EXPLAIN:**

Yes, I own an LLC and property

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ARE YOU A REGISTERED VOTER:** ☒ **YES** ☐ **NO**

**WHY ARE YOU INTERESTED IN THIS APPOINTMENT? BE SURE TO INCLUDE  
WHAT VALUE YOU WILL BRING TO THE BOARD:**

Extensive Real Estate Knowledge: My years of experience buying and selling  
properties in Allentown provide a deep understanding of the city's architectural  
landscape, zoning regulations, and community needs. Problem-Solving  
Expertise: I've worked through numerous challenges in real estate transactions,  
giving me the ability to identify and resolve issues

\_\_\_\_\_

**DO YOU ANTICIPATE A CONFLICT OF INTEREST BY SERVING AS A MEMBER  
OF AN AUTHORITY, BOARD OR COMMISSION:** ☐ **YES** ☒ **NO**

**IF YES,  
EXPLAIN:**

**IF YOU ARE BEING CONSIDERED FOR REAPPOINTMENT, PLEASE INDICATE  
HOW MANY TERMS YOU HAVE SERVED** n/a **AND THE YEAR YOU  
WERE FIRST APPOINTED** n/a.

**NOTE: This information will be used for making appointments to authorities, boards and commission and in the event you are appointed/reappointed, it may be used as a news release to identify you to the community.**

**Signature**

**Date**

**Please forward this request for appointment, along with a resume to:**

**Historic Preservation Officer  
Planning & Zoning Bureau  
Allentown City Hall  
435 Hamilton Street  
Allentown, PA 18101**

# LAUREN NYEMSCEK

484.347.8005 | [laurenNyemscek@gmail.com](mailto:laurenNyemscek@gmail.com)

## REAL ESTATE PROFESSIONAL

Multi-faceted and forward-thinking real estate professional with comprehensive experience in investments, working with Commercial Real Estate/Residential Real Estate, market analysis, lead generation and managing contracts to meet deadlines. Creative person with demonstrated success in networking, technology, teaching to generate high potential leads and build a robust client base to support the over all goals of the organization. Collaborative and critical-thinking leader with excellent communication and interpersonal abilities to build rapport with clients and other key stakeholders to deliver excellence.

## CORE COMPETENCIES

Strong Foundation in Sales and Account Management ▪ Accountability ▪ Real Estate Consultations ▪ Problem Solving ▪ Communication Efficiency ▪ Seeks Creative Solutions ▪ Cold Calling ▪ Professional Speaker  
Building Positive Relationships ▪ Goal Oriented ▪ Adaptive

### Technical Proficiency:

Microsoft Office: Word, Excel, PowerPoint; ; CRM ; MLS; Smart board technology; MAC OSX and PC Knowledgeable

## PROFESSIONAL EXPERIENCE

### Greater Lehigh Valley Association of Realtors

MLS Committee Board Member  
Grievance Committee Board Member

2018  
2023-Present

### Re/Max Real Estate - Allentown, PA

2018 - Present

### Real Estate Agent

REALTOR® | PA License# RS334224

- Lead Generation
- Project Management
- Creative problem solving
- Collaborative, Creative and reliable with excellent communication skills
- Build rapport and enthusiastically engage with clients, colleagues, stakeholders and municipalities
- Lead Management and Organization via CRM Database
- Competency with CRM, MLS and other Real Estate database platforms
- Analyze data and manage real estate pipelines to drive favorable financial results
- Partner with attorney offices and clients to obtain client goals in real estate sale

### Cassidon- Better Homes and Gardens Realty - Bethlehem, PA

2016 - 2018

### Real Estate Agent

- Engage with business partners and develop real estate strategies
- Educate Clients of all aspects of the housing market and review the sales process
- Time Management and Task Prioritization
- Manage relationships with brokers and colleagues

### Communities in Schools - Allentown, PA

2013 - 2015

### Head Teacher and Site Coordinator

- Oversaw and manage coordination of multiple schedules and report documentation for all educational services in the community.
- Cold calling for funding and organized school budget in a database
- Provided administrative support, office organization, liaison with community partners, update of school profiles, grant writing and reporting, report documentation and management of volunteers.

- Allentown School District – Allentown, PA** **2007 - 2014**  
**Substitute Teacher**
- Provided substitute teaching in classrooms from Kindergarten to Grade 12.
  - Evaluated and managed administration of PSSA writing, reading, and mathematics.
  - Volunteer Instructor for Morning Breakfast Program and several after-school programs for Boy Scouts of America, Ski Club, ESOL, After School Teaching Program, and Art After School Program.
- Northampton Community College – Bethlehem, PA** **2013-2017**  
**Life Learn Adult Education**
- Taught and Wrote course “Planning Your Business” for small business planning
  - “Sip and Paint” Instructor; Plan and teach students how to paint a complete painting
  - Introduction to Acrylics Course
- Lehigh Valley Dual Language Charter School – Bethlehem, PA** **2010 - 2013**  
**Elementary School Teacher**
- Teacher for 1<sup>st</sup> and 2<sup>nd</sup> Grade classes; plus Saturday School, PSSA Prep Program, and Summer School for Grades Kindergarten to 6<sup>th</sup> Grade
- Bear Creek Mountain Resort – Macungie, PA** **2015 - 2020**  
**Snowsports Reservation Specialist**
- Assisted guests with purchasing ski and lift tickets or special passes
  - Organized and communicated with instructors with lessons and guests
  - Assist with ski children’s program
  - Book reservations for guests
  - Check guests in for lessons and problem solve in order to make guest happy

## **LAUREN NYEMSCEK**

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### **FREELANCE EXPERIENCE**

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- Lauren Frontino Fine Art – Allentown, PA** **2008 - Present**  
**Artist / Owner**
- Professional Painter and Fine Artist (Show Resume provided upon request)
- GRB Entertainment – Los Angeles, CA** **2007**  
**Associate Producer, Assistant to Story, Administrative and Set Production Assistant**
- Multi-faceted role required the ability to “wear many hats” and utilize organizational, administrative, and management skills to provide production assistance and support in a fast-paced, constantly changing environment.
- Key Projects:**
- **Wrestling My Family Pilot** – A&E Network – Liaison with in-house and network executives and wrestler, Mick Foley; managed office administration, phones, and initiated cold calling; developed spreadsheets for music cue paperwork for executive producers.
  - **Banking on Brody Pilot** – MTV Networks, Viacom – Provided daily creative collaboration with executives and producers, Brody Jenner, Spencer Pratt, Cait Jenner; assisted with research and support to meet deadlines.
- CBS News – Los Angeles, CA** **2006 - 2007**  
**Administrative and Set Production Assistant**
- Provided administrative and production support requiring quick-thinking and ability to “think on your feet.”
- Key Project:**
- **Stunt Junkies – Discovery Channel Network** – Liaison with talent and extreme sports celebrities including Tony Hawk, Jimmy Blaze, Ronnie Renner, and Rick Thorne; provided support to production crew while traveling and filming in the United States and Mexico.
- NBC Universal – Los Angeles, CA** **2006**  
**Art Department Administrative Assistant / Runner**

- Administrative role that required organizational management and ability to adapt quickly to changing situations.

**Key Project:**

- **Passions** – Provided creative and administrative support to art department and engineers with reproduction and delivery of stage plans and outlines in collaboration with the production designer.

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**EDUCATION & CERTIFICATIONS**

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**LEHIGH UNIVERSITY, BETHLEHEM, PA**  
**COLUMBIA COLLEGE CHICAGO, CHICAGO, IL**

**Master of Elementary Education and Technology**  
**Bachelor of Fine Arts**

- Pennsylvania Association of Realtors, Certified Real Estate Agent
- REALTOR® | Lic: RS334224
- Pennsylvania Teacher Certification in Art K-12 and General Education K-6

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**VOLUNTEER & COMMUNITY SERVICE**

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- *Cops N' Kids* – Spring Fair Event Coordinator and Lehigh Valley Phantoms Mascot Appearance, 2015
- *Columbia College Chicago* – Coordinator and Presenter of Henry Rollins for Staff and Students 2005
- *Hounds on Working Leashes* – Vests and Benefits Law Enforcement and Emergency Service Canines – Active Contributor and Volunteer - Provides support with sale of t-shirts and merchandise; 2013 – 2020
- *Lehigh Valley Chamber of Commerce*- Young Professionals Planning Committee Member 2016-2017
- *Philanthropy, Allentown Fire Department fundraising and sponsorships for benefits for the community* 2007-Present