



# CITY OF ALLENTOWN

No: 31129

## RESOLUTION

R136 - 2025

*Introduced by the Administration on October 1, 2025*

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Authorities, Boards, Commissions Appointments

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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 Human Relations Commission submitted to this Council by Mayor Matt Tuerk.

**HUMAN RELATIONS COMMISSION**

Nikayah Hill

**Term Expiration: 9/18/2027**

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

***THIS IS TO CERTIFY, That the above copy of Resolution No. 31129 was adopted by the City Council of Allentown on the 1<sup>st</sup> day of October, 2025, and is on file in the City Clerk's Office.***



**City Clerk**



**MATT TUERK**  
**MAYOR**

435 Hamilton Street  
Allentown PA 18101

OFFICE ♦ 610.437.7546 EMAIL ♦ Matt.Tuerk@allentownpa.gov

**TO:** Michael Hanlon  
City Clerk

**FROM:** Matt Tuerk  
Mayor

**DATE:** September 9, 2025

**SUBJECT:** Authorities, Boards, Commissions Appointments

Mayor Tuerk has approved the following appointments for City Council's consideration.

<u>Name</u>	<u>Authority/Board/Commission</u>	<u>Term to Expire</u>
Michael Daigle	Human Relations Commission	9/18/2028
Craig Beavers	Human Relations Commission	9/18/2028
Travis Bonney	Human Relations Commission	9/18/2028
Krissi Echevarria	Human Relations Commission	9/18/2027
Nikayah Hill	Human Relations Commission	9/18/2027
Arundhati Khanwalkar	Human Relations Commission	9/18/2026
Jose Rivera	Human Relations Commission	9/18/2026

All will be filling vacant seats on the Commission. Their resumes are attached.

# Nikayah Hill

Kutztown, PA | nikayah.lynaehill216@gmail.com | (484) 681-0266

## EDUCATION

### Cedar Crest College

Bachelor of Arts

Allentown, PA

August 2019 – May 2024

## WORK EXPERIENCE

### Boys & Girls Club of Allentown

United Way Program Coordinator

Allentown, PA

January 2025 – May 2025

- Created a volunteer recruitment, on-boarding, and training plan to promote volunteer engagement within the organization
- Aided in developing marketing material to promote various organization and community events
- Developed a data management plan to survey, evaluate, and report on data related to BGCA's members, needs, and programs.

### Historic Bethlehem Museums and Sites

Heritage Tourism Concierge

Bethlehem, PA

September 2024 – January 2025

- Increased visitors awareness of tours and museums by teaching them about the different sites and seasonal events that occur throughout the season, raising revenue through the amount of transactions for merchandise and admission sales
- Promoted support for HBMS by initiating friendly interactions with visitors, encouraging them to take part in programs that directly fund the HBMS mission
- Provided material support for different events by assembling, ordering, and maintaining a variety of merchandise offered through the Schroppe Shoppe.

### Good Shepherd Rehabilitation Hospital

Development Intern

Allentown, PA

May 2024 – August 2024

- Assisted in researching and applying to grant opportunities and editing and drafting grant proposals.
- Assisted in the collection of data for Post-Award Grant reports, allowing for a seamless transition between the final stages of the grant application process.
- Created a database of past funders for future reference when searching for project funding.

### Kutztown Public Library

Volunteer

Kutztown, PA

May 2023 – January 2025

- Engaged in community outreach programs, providing educational support and promoting library services.
- Organized various media for ease of access and community use.
- Contributed to the planning and execution of special events, enhancing community engagement and participation.

### DaVinci Center

Volunteer

Allentown, PA

November 2021 – March 2022

- Facilitated interactive learning experiences for museum visitors, engaging children and adults alike in a fun and educational manner.
- Maintained a clean and organized work area, ensuring the safety of visitors and exhibits.
- Collaborated with other volunteers and staff to ensure smooth operations and visitor satisfaction, promoting a positive team culture.

## SKILLS

Grant proposal preparation, writing, and research; Canva, Airtable, Microsoft Office, PowerPoint, and Google Suite; event planning; volunteer management; data management; data analysis; excellent written and verbal communication skills; time management; organization; teamwork; copywriting; customer service