



MATT TUERK
MAYOR

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TO: Michael Hanlon
City Clerk

FROM: Matt Tuerk 
Mayor

DATE: March 31, 2025

SUBJECT: Authorities, Boards, Commissions Appointments

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

<u>Name</u>	<u>Authority/Board/Commission</u>	<u>Term to Expire</u>
Kyle Ropski	Shade Tree Commission	4/17/2030

Ropski is a qualified resident of the city. His resume is attached.

Kyle Ropski - 528 N Berks Street, Allentown, PA 18104 - kpropski@gmail.com

Education

Strayer University
Master of Public Administration, *High Distinction*
Graduation: Dec 2024
GPA: 4.00

Muhlenberg College, Allentown PA
Economics and Sustainability Studies, *Summa Cum Laude*
Graduation: May 2022
GPA: 3.93

Honors: Dean's List Honoree (8/8 semesters), Economics Program Leadership Award, Cardinal Key Society Inductee, Muhlenberg Scholars Honors Program graduate and 2022 class representative, Harry A. Benfer Memorial Scholarship Recipient, Omicron Delta Epsilon Economics Honors Society Alpha Eta Chapter, MBEE 2021 Award

Work Experience

Constituent Service Representative – Office of Senator Nick Miller – December 2022-*present*

- Assist the constituents of District 14 with a variety of state related programs and initiatives (Ex: Unemployment claims, property tax/rent rebate applications, etc.)
- Collaborate with supervisors, community organizations, and municipal governments on grant applications and letters of support to state agencies
- Attend and speak at events on behalf of the Senators' office as a representative

Public Works Intern – City of Allentown – June 2022 – November 2022

- Assisted the Office of Compliance with essential duties in coordination with the concession lease agreement with Lehigh County Authority (LCA)
- Organized database of digital and physical files to advance Document Archive Project
- Provided the traffic department with data collection and assisted with grant procedures

Research and Data Analyst – Energy Transfer Services LLC – June 2021 – August 2021

- Completed research and data collection for potential behind the meter, utility, and community solar projects along the east coast
- Promoted sustainability initiatives via real estate and renewable energy tool Catalyze, marketing and customer service platform Hubspot, as well as use of Excel/Google Sheets

Leadership Experience

Allentown Environmental Advisory Council - Chair (Term October 2023 - January 2026)

- Serve as the City Council Liaison ensures members are informed of meeting events
- Take meeting minutes, make agendas, run the meetings, and organize communications for the group both internally and externally with the City and community organizations

President of BergVotes (*Voter Registration and education club on Muhlenberg's campus*)

- Delegate responsibilities across executive board, as well as run weekly club meetings and bi-weekly collective administrative meetings

Other Engagement: Muhlenberg College Board of Associates, Lehigh County Democratic Committee Precinct Person, licensed with the State of Pennsylvania as a Notary Public