



Venice, Florida
"City on the Gulf"

BOARD APPLICATION
(Please type or print clearly)

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BOARD: ARCHITECTURAL REVIEW BOARD DATE: MAY 9, 2011

NAME: JEFFREY MATTHEWS HOME PH: 941-918-9120

ADDRESS: 414 PALMETTO CRESCENT / NOKOMIS ZIP CODE: 34275

CITY RESIDENT: Yes No EMAIL ADDRESS: JEFFMATTHEWS@COMCAST.NET

HOW LONG HAVE YOU LIVED IN VENICE? 9 YEARS

DO YOU OWN PROPERTY WITHIN THE CITY OF VENICE? Yes No

IF YES, ADDRESS: _____

OCCUPATION: ARCHITECT / PLANNER

NAME OF BUSINESS: JEFF MATTHEWS PLANNING / ARCHITECTURE
941

BUSINESS ADDRESS: 414 PALMETTO CRESCENT BUSINESS PH: 928-7676

ARE YOU CURRENTLY HOLDING AN ELECTED OR APPOINTED OFFICE FOR ANY GOVERNMENT AGENCY (INCLUDING CITY OF VENICE BOARDS)? Yes No

IF YES, PLEASE LIST: _____

RESUME OF EDUCATION AND EXPERIENCE: 'ATTACHED'

MEMBER OF THE FOLLOWING CIVIC ORGANIZATIONS: CHAMBER OF COMMERCE
HEAD OF EDGIT COMMITTEE
BO OF DIRECTORS LEARNING COMMUNITY - SARASOTA

WHY DO YOU DESIRE TO SERVE ON THE ABOVE BOARD?
30 YEARS EXPERIENCE: ARCHITECTURE / PLANNING
I CAN HELP WITH THE BIG + LITTLE PICTURE.

HAVE YOU EVER BEEN CONVICTED OR PLED "NO CONTEST" TO A FELONY OR MISDEMEANOR OFFENSE?

Yes

No

IF CONVICTED OF A FELONY, HAVE YOUR CIVIL RIGHTS BEEN RESTORED: Yes

No

GIVE DETAILS: _____

I UNDERSTAND THAT IF APPOINTED, I WILL SERVE ON THE ABOVE BOARD WITHOUT COMPENSATION AND AT THE PLEASURE OF THE CITY COUNCIL.



APPLICANT'S SIGNATURE

PLEASE NOTE:

MEMBERSHIP ON THE FOLLOWING BOARDS REQUIRE THAT AN ANNUAL FINANCIAL DISCLOSURE FORM BE FILED ON OR BEFORE JULY 1ST OF EACH YEAR: FIRE PENSION BOARD; MUNICIPAL CODE ENFORCEMENT BOARD; PLANNING COMMISSION; POLICE PENSION BOARD; AND VENICE HOUSING AUTHORITY.

APPLICANTS OF BOARD APPOINTMENTS ARE REMINDED OF THE PROVISIONS OF THE FLORIDA STATUTES AS APPLICABLE TO CONFLICTS OF INTEREST. ALL BOARD APPLICATIONS ARE KEPT ON FILE AND ARE REVIEWED AS VACANCIES OCCUR. UPDATED INFORMATION MAY BE REQUESTED AT THAT TIME.

DIRECT ANY QUESTIONS YOU MAY HAVE TO THE MAYOR'S OFFICE, PHONE NO. 486-2626, EXTENSION NO. 23003.

JEFFREY L. MATTHEWS, AIA AICP

414 Palmetto Crescent, Nokomis, FL 34275 • USA • Phone 941.928.7676 • Fax 941.485.3710
jeffmatthews@comcast.net

With more than 30 years of experience in project management, planning and design, I remain committed to my philosophy that every project should meet the financial and functional expectations of the client, and also be fun and rewarding for the project team. Passion, commitment and effective team building skills contribute to my excellent track record of completed projects finishing 100% on-time and on-budget. I thoroughly enjoy managing and motivating large, multi-discipline teams toward success, particularly on interesting projects that offer multiple challenges.

I specialize in planning and managing the design and construction of large, complex projects, such as the research and development facilities for Glaxo Pharmaceuticals and the maintenance facilities for Amtrak's high speed rail trains. In addition to traditional programming, design, and construction, my strategic approach encompasses all facets of project management, including financing and loan strategies, contract negotiation and implementation, economic development, energy and utility management, involvement with public officials and governments at the international, national, state, and local levels, and historical societies and grants.

In addition to large-scale projects, my extensive experience extends to the detail level. My ability to produce high quality work at an intricate scale is demonstrated by the success of my projects, such as the complex road and parking lot designs for the Academy of the New Church, an historic national cathedral and school; the neighborhood planning for the city of Oklahoma City; the detailed design of the national educational training center for train engineers for Amtrak; and the design of high end residences.

I hold two bachelor's degrees - in architecture and environmental design - as well as a master's degree in regional and city planning. This unique combination of skills provides me with a valuable perspective and complete understanding of the pertinent issues that encompass a wide range of project types and sizes. In addition to my diverse design expertise and extensive management experience, I have significant accomplishments in comprehensive land use and city planning for international and local governments; master planning and programming for multinational corporations, educational and health care organizations, and national transportation companies; and strategic facilities planning for corporations, developers and governments. I am also an instructor in the Construction Management Program of Everglades University in Florida.

My projects span the pharmaceutical, transportation, health care, education, manufacturing, energy, and developer industries, as well as local, state, national, and international governments. Among my many clients are recognized entities such as Glaxo Inc. and Glaxo Group Research; Amtrak; E.I. Dupont; Johnson & Johnson; Wyeth Ayerst; Schering Plough; Fleming Foods; PNC Corporation; the Vanguard Group; Wrangler Corporation; the University of Oklahoma Medical Center; the cities of Oklahoma City and Shawnee, Oklahoma; the U.S. General Services Association; the governments of Qatar, Sierra Leone, and Liberia; USAID; and the United Nations.

PROFESSIONAL EXPERIENCE

Jeff Matthews, AIA AICP - Architecture/Planning Principal	2003 - present
Kling-Lindquist, Inc. Senior Project Director; Senior Associate Project Manager	2000 - 2002 1990 - 1994
National Railroad Passenger Corporation (Amtrak) Director of Facilities, High Speed Rail	1996 - 1999
Hellmuth, Obata & Kassabaum, Inc. (HOK) and Louis Berger International Inc. (IBI) International Planning Consultant	1995 - 1996
H2L2 Architects and Planners Senior Associate Project Manager/Architect/Planner	1986 - 1990
Cooperative Housing Foundation/Sierra Leone Consultant for USAID and African Development Bank Architect/Planner/Project Manager	1985 - 1986
Mahaffey and Associates Architect/Planner	1981 - 1985
Ammerman Butler and Thomas Engineers, Inc. (ABT) Architect/Planner	1980 - 1981
Peace Corps/Government of Liberia Consultant to Ministry of Local Government, Government of Liberia	1979 - 1980
City of Oklahoma City, Oklahoma/Urban Design Group City Planner/Urban Designer	1978 - 1979
City of Shawnee, Oklahoma Director of City Planning	1976 - 1978

CREDENTIALS

UNIVERSITY OF OKLAHOMA

Master of Regional and City Planning

Emphasis in Urban Design and Housing

Bachelor of Architecture

Bachelor of Science in Environmental Design

American Planning Association (APA) - Charter Member

American Institute of Certified Planners (AICP) - Member

American Institute of Architects (AIA) - Member

Licensed Architect: State of Florida, State of Oklahoma

NCARB Certified Architect

Instructor – Construction Management, Everglades University

Presentations/Publications:

- Strategic Thinking Clears the Facilities Path: The 2000 Facilities Management Outsourcing Conference/Managing the Transition; 2000
- Train Maintenance: Concepts and Concrete: High Speed Ground Transportation Association (HSGTA) 15th Annual Conference; 1998
- Renovation of Laboratories: A Team Approach; University of Wisconsin Corporate Conference; 1990

SELECTED PROJECT SUMMARIES**National Railroad Passenger Corporation (Amtrak)**

New York, New York; Boston, Massachusetts; Washington, DC; and Wilmington, Delaware

Project Management, Facilities Management, Government Affairs, Planning/Transportation

Directed the planning, programming, design, and construction of the three maintenance facilities for Amtrak's high speed trains. State-of-the-art service, maintenance and inspection facilities total 234,000 square feet and include automated sanding, semi-automated split rail, one-of-a-kind automated wheel diagnostics, tandem wheel truing, complex kirk key, and comprehensive electronic communications systems. Amtrak's representative for loan closings, contract negotiations, economic development, and energy and utility management. Responsible for government relations between Amtrak and the state, city, county and national governments at all levels for Amtrak's facilities work in the state of Delaware.

Glaxo Group Research, Ltd.

Stevenage, Hertfordshire, United Kingdom

Project Management, Master Planning, Design/International Research & Development

Managed project teams of forty professionals for master plan, programming and design of the largest building construction project in Europe, consisting of a 170,000 square meter research campus. Project Manager for microbiology lab, biology administration and biology lab. Managed on-site the master plan and design for 110,000 square meter site expansion.

The Government of Qatar

Doha and Al Khor, Qatar, Middle East

Comprehensive Planning/International Government

Developed goals, strategies, policies, use controls, development standards, and implementation programs to guide the long term physical development of the country of Qatar. Comprehensive planning included national and regional physical plan for Qatar, master directive plan for the capitol city of Greater Doha, local area physical development plan for Al Khor, and detailed area plans. Developed land use database using GIS system and programs to integrate GIS into planning process for the country. Primary interface with the Ministry of Planning. Studied and understood complex issues involving culture, religion, economics, transportation, and utilities.

Cooperative Housing Foundation/Sierra Leone Housing Corp.

Freetown, Sierra Leone, West Africa

Design, Project Management/International Government Housing

As Consultant for USAID and African Development Bank to the Sierra Leone Housing Corporation, planned and designed five low-income housing developments. Developed computerized estimating and pricing model for expandable low-income housing units. Designed and implemented low-income housing survey and developed a workable loan program for the natives. Assisted in the operation of the National Housing Agency.

Peace Corps/Ministry of Liberia

Liberia, West Africa

Planning, Design, Development/International Government and Energy

Volunteer assigned to the Ministry of Local Government of Liberia. Designed two communities for the United Nations. Performed planning studies for the first micro hydroelectric project in Liberia: performed surveys and mapping, planned roads and water system, built working model, and performed physical work for 30 kW hydroelectric plant. Performed economic and commercial development studies and coordinated grant with USAID.

Wyeth Ayerst

Collegeville, Pennsylvania

Project Management, Master Planning, Design/Commercial Office

Directed the entire project for the 730,000 square feet worldwide headquarters. Responsible for land development plans and permits, programming, blocking & stacking, design, and construction for the fast-track project. Manage all budgets, schedules, and manpower. Manage staff of forty-five and fourteen consultants. Act as primary interface with township.

Glaxo, Inc.

Research Triangle Park, North Carolina

Project Management, Design, Master Planning/Corporate Research and Development

Managed project team for master planning, programming and design of 2,500,000 square feet research and development campus. Project Manager for twenty person multi-discipline teams for highly specialized 10,000 square feet transgenics laboratory, 92,000 square feet pilot plant expansion, and 600,000 square feet Phase III campus development. Researched and developed the land use plan/master plan for the entire 512 acre site.

E.I. DuPont de Nemours and Co., Inc., Experimental Station

Wilmington, Delaware

Project Management, Design/Corporate Research and Development

Project Manager and designer of 250,000 square feet addition and renovation at the Polymers Research Facility and 160,000 square feet new and rehabilitated space at the Fibers Research Facility. Managed twenty-five person project team.

City of Shawnee

Shawnee, Oklahoma

*Land Use and City Planning/
Government*

As first city planner, established the planning agency for a city of population 40,000. Implemented all policies and databases for city planning purposes. Developed and implemented the comprehensive master plan, subdivision regulations and zoning ordinances, which incorporated land use maps, a parks plan, city ownership plots, and databases. Coordinated with state and regional planning agencies. Performed annexation study for expansion of city's utilities. Acted as city representative to the local Historical Society and the City Planning Commission. Ran monthly public hearings.

City of Oklahoma City

Oklahoma

*City Planning, Urban Design/
Government*

Developed neighborhood master plans, identifying, prioritizing and making recommendations for land use, key policy issues, goals and objectives, capital and services improvements, and community and social opportunities. Published detailed zoning studies and regularly ran public hearings. Prepared funding requests.

Father Ryan High School

Nashville, Tennessee

*Project Management, Master Planning, Design/
Education*

Developed 20 year master plan for urban high school relocating to suburban site. Project Manager and designer for 170,000 square feet multi-building campus on 40 acres.

Academy of the New Church

Bryn Athyn, Pennsylvania

*Master Planning, Design/
Education*

Developed master plan, including design and construction of new roads, new entrances, parking, and pedestrian ways for historic Bryn Athyn Cathedral and Pitcairn Estates.

The Vanguard Group, Inc.

Valley Forge, Pennsylvania

*Strategic Facilities Planning/
Corporate*

Managed and performed study to determine economic viability and growth scenarios for existing data center. Developed land use study, fifteen year facilities growth plan, building program, and preliminary building scenarios for 500,000 square feet building.

Oklahoma Blood Institute, University of Okla. Medical Center

Oklahoma City, Oklahoma

*Design, Project Management/
Health Care, Research and Development*

Provided architecture and engineering services for new regional blood bank, including research and testing, office, blood donor, blood storage, and distribution facilities.

Richard Rubin Company

Philadelphia, Pennsylvania

*Strategic Facilities Planning/
Developer*

Managed a staff of thirty-four professional engineers for the fast track evaluation of twenty-three properties covering six states. Completed the project in ten days. Assessed the architectural, structural, mechanical, and electrical building systems for a ten year period.

PNC Corporation

Philadelphia, Pennsylvania

*Strategic Facilities Planning/
Corporate*

Managed the evaluation of seven bank properties for a long term strategic facilities plan. Assessed the architectural, structural, mechanical, and electrical systems and provided a report of recommendations.

U.S. General Services Administration

Philadelphia, Pennsylvania

*Strategic Facilities Planning/
Government*

Managed the building evaluation for the 700,000 square feet Moorehead Federal Building in Pittsburgh, PA. Assessed the conditions of all building systems and produced report for the federal government.

Historic Landmarks for Living/Locust Point Apartments

Philadelphia, Pennsylvania

*Project Management, Design/
Developer, Historic Adaptive Reuse*

Managed project team for conversion of historic river front warehouse into 110 apartment units and parking garage. Was instrumental in turning around a failing client relationship.

SELECTED FLORIDA PROJECT SUMMARIES

Captain Eddie's Restaurant

Nokomis, Florida

*Planning, Design, Project Management/
Restaurant, Renovation*

Provided full architectural design and planning services for renovation of 150-seat restaurant. Services included permitting, architectural design, documentation, and construction services.

Beggins Real Estate

Pinellas County, Florida

*Architectural Design, Planning/
Developer, Mixed-use*

Provided full architectural design and planning services for mixed-use development project for in-fill property, consisting of offices, commercial and residential components.

City of Indian Rocks Beach

Pinellas County, Florida

*Community Development, Planning/
City Government*

Served as Interim Community Development Director for City of Indian Rocks Beach. Provided public planning and management services for beachfront community, including management of city planning office. Worked closely with Planning Commission, developed dock ordinances, and dealt with public planning issues and ordinances.

K-5 Realty, Inc.

Venice, Florida

*Planning/
Developer, Residential*

Provided planning services for prominent developer for numerous condominium and residential projects.

Matthews Residence

Nokomis, Florida

*Architectural Design, Project Management/
Residential*

Designed and managed the construction of 5100 square foot beach view residence, incorporating both new construction and renovation. In addition to full architectural design, provided all permitting, documentation, project management, and construction management services.

Coffey Residence

Melbourne Beach, Florida

*Architectural Design, Project Management/
Residential*

Provided full architectural design and permitting services for rebuilding beachfront residence that was hurricane damaged.

Beggins Residence

Madeira Beach, Florida

*Architectural Design/
Residential*

Designed 4000+ square foot beachfront residence, including full architectural design, documentation and permitting services.