

# Heather Reber, CPA

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## Work Experience

January 2003 - Present

### Council Auditor's Office – City of Jacksonville

- Auditor I January 2003 – July 2005
- Auditor II July 2005 – January 2012
- Auditor III January 2012 – May 2017
- Principal Auditor May 2017 – Present

## Council Auditor's Office Experience

### Audit

I began my time with the Council Auditor's Office on the Audit Team from January 2003 to September 2007. During that time, I participated in the audits listed below, and I would also assist the City's and JEA's external auditors with their respective financial audits.

- Duval County Property Appraiser's Audit (Report #583)
- JEA Pipe Bursting Contracts Audit (Report #589)
- Animal Care and Control Audit (Report #593)
- Department of Parks and Recreation Oceanfront Parks Audit (Report #598)
- Better Jacksonville Plan Main Library Contract Compliance Audit (Report #612)
- Special Events Audit (Report #638)

### Legislation

I transitioned from the audit team to the legislative team in October 2007 and reviewed legislation until June 2019. During this time, I reviewed many different pieces of legislation and was very familiar with Economic Development Agreements, contract reviews for the Gator Bowl Association and the Jaguar Lease, as well as grant appropriations. I also prepared the Council District Discretionary Funds Quarterly Report. As part of the legislative team, I served as the staff auditor for the following committees:

- Rules Committee August 2008 – September 2010
- TEU Committee October 2010 – August 2013
- Rules Committee January 2014 – June 2018
- TEU Committee July 2018 – June 2019



## Special Projects

I transitioned from the legislative team in July 2019 to the Special Projects Team as the manager of the Special Projects Team. During this time, I have:

- Participated in the Rate Review Committee as a representative from the Council Auditor's Office to review the Solid Waste Contract Haulers' proposed rates.
- Performed and reviewed Council Member requests.
- Interacted with all Independent Agencies on multiple subject matters.
- Performed and supervised the review and compilation of the City's and Independent Agencies' Quarterly Summary reports.
- Oversaw follow-up reviews of prior audits.
- Managed and compiled the Request for Proposal of the City's External Auditor.
- Reviewed the recommended annual recapture memo from the Administration.

## Budget

During the budget review process, I have been exposed to many different budgets throughout my time in the Council Auditor's Office. Items that I have reviewed include the following:

- The Capital Improvement Plan – I have reviewed the Capital Improvement Plan since fiscal year 2020/21 and have presented the Capital Improvement Plan to the City Council Finance Committee.
- Independent Agencies – As the manager of the Special Projects Team, I began overseeing the budgetary review of each of the Independent Agencies and have presented the Independent Agency budgets to the City Council Finance Committee for the last five years.
- Various Department Budgets – I have also reviewed the following budgets for several years, the Sheriff's Office budget, the Facility Manager's budget (ASM/SMG), Office of Sports and Entertainment and would often present these budgets to the City Council Finance Committee.

## Other Projects

Throughout my tenure with the Council Auditor's Office, I have participated in various other projects and committees that required extensive review which include:

- The recent Jaguar Lease and Development Agreements
- The UF Shands Financial Review
- Safer Together Workshops in 2021
- The Lot J legislation in 2020
- Special Investigatory Committee on JEA Matters in 2020
- Special Committee on Parks from August 2017 to June 2018
- Special Committee on Hemming Park from July 2016 to March 2017

## Education

**Certified Public Accountant**, 2011, State of Florida (AC43596)

**University of North Florida**, 2007, Master of Accountancy

**University of North Florida**, 2002, Bachelor of Business Administration in Accounting