



Please return completed application to:
Karen Thompson, City Secretary
100 East Main Street, Suite 300
P.O. Box 589 (78691)
Pflugerville, TX 78660
via fax 990-4364
citysecretary@cityofpflugerville.com

APPLICATION FOR APPOINTMENT TO
CITY OF PFLUGERVILLE COMMITTEES

All information provided in this application is public information pursuant to the provisions of the Texas Public Information Act.

The City of Pflugerville encourages its citizens to express their thoughts, volunteer their time and talents, and to actively participate in their local government. Citizens who are interested in volunteering to serve on a committee are encouraged to attend a meeting of the committee of interest and to make an application for appointment. Candidates for appointment to the Finance and Budget Committee must be registered voters of the City and to the extent possible, shall be finance professionals such as accountants, Certified Public Accountants, auditors, or have equivalent experience. No residency requirements exist for members of the Downtown Planning Committee or Keep Pflugerville Beautiful Committee. All appointments are made by and at the discretion of the City Council. Because vacancies may arise before the next regular appointment period, all applications are kept on file until the next application period.

I AM INTERESTED IN SERVING ON THE FOLLOWING COMMITTEE:

- () Downtown Planning Committee
(X) Finance and Budget Committee
() Keep Pflugerville Beautiful Committee

Name: Melody Ryan Telephone:

Residential Address: 1012 Ripley Castle Cove, Pflugerville, TX 78660

E-mail Address: Alternate Telephone:

Have you attended a meeting of the committee of interest? [] Yes [X] No - They only meet quarterly, but I am planning on attending the November meeting.

Resident of the City of Pflugerville for 3 1/2 years.
Are you are a registered voter of the City of Pflugerville? [X] Yes [] No Voter Registration No.

Please provide a statement expressing your interest in serving on the specified committee, and describe the experience and background you have that you feel would be useful as a committee member.

I have become involved with the Parks & Recreation Commission and, through that experience, I have become aware of the importance of the budget in all areas of city government, especially in this economy. I am a CPA and I worked as an auditor with clients from many different industries as well as working in the private sector with both a non-profit organization and a public company. I have served on many Board of Directors as Treasurer so I believe that my professional and volunteer experience will allow me to serve the citizens and the City Council of Pflugerville on the Finance & Budget Committee.

(Please use additional sheets as necessary. A cover letter and/or resume may also be attached)

By signing this application, I hereby affirm that I am aware of the requirements for the position(s) and certify that I meet those requirements.

Applicant Signature: Melody Ryan Date: 10/24/10

Melody Ryan
1012 Ripley Castle Cove, Pflugerville, TX 78660

- Experience** March 2008 – present Self-employed Pflugerville, TX
- Prepare tax returns for individuals, partnerships and non-profit corporations
 - Accounting preparation for clients – Financial statements, budget analysis, bank reconciliations, billing/invoicing, 1099s, W-2s.
- February 2005 – June 2007 Ryland Mortgage/Ryland Title(affiliate of Ryland Homes) Woodland Hills, CA
Accounting Manager
- Prepared annual budget for combined entity with 7 companies and 20 branches with combined revenue over \$25 million.
 - Month-end close, variance analysis, budget analysis, annual financial and regulatory audits, annual and monthly financial statements.
- June 2002 – February 2005 The Help Group Sherman Oaks, CA
Assistant Controller
- Prepared annual budget for combined entity with 8 companies and combined revenue over \$60 million & 700 employees.
 - Supervised 14 accounting personnel including accounts receivable, collections, billing, accounts payable, payroll and senior and staff accountants.
 - Month-end close, budget analysis, annual audit, annual and monthly financial statements and tax returns.
 - Financial reports for government grants and contracts and preparation and management of government audits.
- 1998–May 2002 Grant Thornton, LLP Los Angeles, CA
Senior Associate (Auditor)
- Managed relationship between senior management, audit staff accountants, audit managers and audit partners. Trained, supervised, and managed audit staff accountants.
 - Budgeted and controlled audit staff accountant and audit manager hours to attain high job recovery and profitability.
 - Evaluated, reviewed and analyzed general ledger transactions and accounts. Resolved errors in general ledger, and devised journal entries and adjustments.
 - Performed audits, reviews, and agreed-upon procedures for public and private companies, and prepared related financial statements and reports.
 - Reviewed, analyzed, and prepared disclosures for 10K and 10Q reports and financial statements for privately held companies including consolidations.
 - Performed detailed and analytical review of financial statement line items and the supporting documentation.
 - Consulted with clients on financial and business-related risks and process controls. Developed and implemented procedures and processes to improve client internal controls.
 - Analyzed budgets and forecasts and analyzed cash flow capacities of companies.
- Education** Graduated 1998 University of California, Los Angeles
- B.A., Business Economics, minor in Accounting, Magna Cum Laude.
- Computer Skills**
- Proficient in Microsoft Word, Excel, Outlook, Grant Thornton’s Research Manager, and Grant Thornton’s Business Audit Toolset software.
 - Quickbooks, JD Edwards, MIP Accounting software, Impact (Title & Escrow), Crystal, Paychex & ADP
- Community Involvement**
- Treasurer & Secretary, House Corporation Board of Directors-UCLA chapter of Kappa Delta Sorority–2000-2007
 - Chapter Advisory Board & House Corporation-University of Texas chapter of Kappa Delta Sorority–2007-2008
 - Parks & Recreation Commission-City of Pflugerville
 - Design Standards Committee & Parkland Dedication Committee-City of Pflugerville
 - Board of Directors(Treasurer), Committee Coordinator, Social & Welcoming Committee-Highland Park North HOA
 - Membership Vice-President, MOMS Club of Pflugerville
 - Accountant-Hill Country Bible Church Pflugerville
 - UCLA Student Accounting Society & Alumnae Association
 - California Society of CPAs