GUADALUPE GUTIERREZ-VASQUEZ

Professional Profile

Highly qualified business professional with more than 20 years of progressive career development in finance realm with special emphasis in municipal government and public finance. Comprehensive knowledge and implementor of organization principles, strategic initiatives and municipal government operations, including, financing, legislative and political processes. Proven competencies and technical expertise in complex capital portfolio management, capital program financing, project management, financial planning, forecasting & analysis, budgeting and stakeholder relations. Adept in conceptualizing and implementing financial policies and procedures, business strategy including strategic planning, and internal financial controls with track record of improving operations and enhancing financial stability for the organization through contributions in financial management, risk mitigation strategies, cost reductions & productivity improvements.

Summary of Qualifications & Skills

- ✓21 years of experience in finance and banking including debt management, structuring of complex financings, multi-year financial forecasting and planning and policy development for debt portfolios totaling over $8 billion for AAA rated City with the objective of preserving financial sustainability and stability for the organization.

- ✓Driven critical thinking leader and team player involved in investment policy development and strategic planning efforts for Denver's $2.5 billion public pension plan and Department of Finance. Key initiatives included developing and advancing Environmental Social Governance (ESG) and Equity Diversity and Inclusive (EDI) practices.

- ✓Technical expertise in structuring and executing complex financial transactions, plan of finance solutions, financial forecasting, investment allocation strategies and municipal securities regulatory compliance (IRS and SEC) and disclosure.

- ✓Strong communication and negotiating skills with proven ability to articulate complex financial concepts resulting in successful outcomes of various financing transactions and policies to advance department vision, mission and goals. Develop and foster key relationships with Denver taxpayers, investors, elected officials, city agencies, rating agencies and IRS and SEC regulators, essential to City operations.

- ✓Highly effective managerial and interpersonal skills as demonstrated by leading, coaching and empowering highly regarded Cash, Investments and Capital Funding team, while promoting and fostering team culture that aligns with Citywide and department objectives aimed at engagement, collaboration, diversity and equity.

Career Profile

CITY & COUNTY OF DENVER ■ Denver, Colorado

Executive Director of Cash and Capital Funding (CCF) Division December 2021 – Present

Lead a 15-member Division within the City of Denver's Department of Finance who responsibilities entail actively overseeing, implementing and managing an $8 billion capital portfolio, $8 billion investment portfolio and cash and banking transactions totaling $9 billion per year. Actions involve developing and implementing strategic initiatives, policy, budget and operations.

Key Achievements:

- Leading CCF Division through Mayoral and City Council transition efforts aimed educating, training and communicating division responsibilities, accomplishments and opportunities growth.
- Led and implemented a reorganization of the Cash and Capital Funding Division aimed at the integrating, streamlining and creating efficiencies of business processes. Specific actions involved extensive stakeholder outreach plan, comprehensive review of all job classifications and compensation structures and extensive communications and input plan with CCF team.

Managing Director of Capital Funding October 2010 – December 2021

Primary responsibilities include administration and management of City and Enterprise debt portfolios, currently valued at approximately $8 billion plus derivative obligations totaling an additional $1.8 billion. Key functions include providing

leadership, structuring, execution, investor relations and post-issuance compliance of capital financing transactions. Duties also include assisting in citywide capital planning efforts, strategic planning and department policy formulation.

Key Achievements:

- Led and implemented various risk mitigation and recovery efforts aimed at preserving the City's fiscal health to address challenges brought on by COVID pandemic. Actions included structuring complex financings: DEN 2020 debt restructure and reserve release, acceleration of G.O. and excise tax bonds including excise tax reserve release, liquidity facility procurement and creation of portfolios' risk assessment register. Directed ratings assessment highlighting financial management actions of leadership that resulted in preservation of credit ratings for the City.
- Developed and led professional consultant procurement and innovative citywide project evaluation process for Public Private Partnership's (P3). Implemented best practices approach to project evaluation with focus on preserving internal financial controls and prudent financial management.
- Serve as active DERP board member and add value by sharing knowledge of Denver politics and municipal finance technical competencies. Active contributor in the development, implementation and oversight of multi-year strategic plan and investment allocation strategies. Supported structural plan changes aimed at improving the long-term sustainability of plan assets.
- Collaborated on EDI and ESG program/project innovations that align market best practices with citywide and department objectives. Serve on EDI committee to develop, promote and implement EDI efforts; and integration of ESG measures within debt portfolio administration and investment allocations.
- Developed and launched process improvements related to post issuance policies, procedures and compliance for debt, including creating private use tracking and collaboration with CPP on capital planning and investment policies and citywide trainings.

Senior Financial Management Analyst April 2007 – October 2010

Supported debt administration activities including, monitoring, researching and analyzing wide variety of financial data and outstanding securities. Duties consisted of preparing comprehensive financial reporting, modeling, analysis, calculations and verbal/written reports including the annual disclosure document of the City, debt portfolio dashboards, revenue forecasting, mill levy calculations, cashflows, rating agency inquiries and derivatives and bond covenants reporting.

Key Achievements:

- Coordinated the financing and administered the issuance of more than $120 million in special district and private activity bonds and capital equipment lease purchases, which involved collaborating with a wide range of professionals including, City Council, multiple agencies, outside consultants and financing institutions.
- Developed and implemented risk assessment model to oversee and monitor the financial position and leveraging of special districts to ensure compliance with state statues and Denver municipal code.
- Assisted in the development, implementation and administration of economic development programs for the City of Denver including, Mortgage Credit Certificate Program and Single-Family Mortgage Program.

DENVER COMMUNITY CREDIT UNION ■ Denver, Colorado

Accountant November 2000 – April 2007

Responsible for preparing financial reports and analysis for executives and senior management including investment and borrowing summaries, income and expense analysis, loan yield performance and revenue forecasting. Performed in-depth analysis, problem solving and research to reconcile and maintain multiple general ledger accounts, including primary cash management account with daily transactions totaling approximately $50 million.

Key Achievements:

- Assisted in the development and implementation of accounting department annual business plan and department procedures that encompassed and contributed to the overall organizational goals.
- Coordinated and implemented share draft FTP program, which involved collaboration with other departments to get new program set to receive and send share draft files which improved efficiencies in processing time of daily files.
- Produced financial reporting for the Board of Directors used in the planning and decision-making process of the credit union.

Education and Professional Associations

Bachelor of Science in Business Administration

Finance and International Business
University of Colorado, Denver, Colorado
Graduated in May 2005

Denver Employees Retirement Plan
Board Member since 2014
Board Chair 2017-2019

Financial Management Association International
Member of CU Denver Chapter

Women in Public Finance
Mountain Region Chapter
Member since 2015