



# CHIEF OF POLICE

## TOWN OF SUNNYVALE, TEXAS

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## The Opportunity

The Town of Sunnyvale, Texas offers a stellar career opportunity to collaborative law enforcement leaders as it seeks to identify its next Police Chief. The next Chief will lead a newly formed, rapidly evolving department focused on best practices and community connection.

## About Sunnyvale

Sunnyvale, Texas, is home to approximately 8,540 residents and covers 16 square miles on the eastern edge of Dallas County. The town is ideally situated in the Dallas-Fort Worth metroplex, with Highway 80 and future NTTA's President George Bush Turnpike providing access to the surrounding areas. Sunnyvale residents enjoy the benefits of small-town living combined with access to the Dallas-Fort Worth area's thriving business, cultural, and social districts in a quiet, family-oriented setting. Sunnyvale's population has grown by more than 8% since 2020 and its total tax base has more than doubled since 2013. Sunnyvale has a median income of \$132,488 and an average home value of \$435,167, the 4th highest in Dallas County.

Historically, the Town of Sunnyvale is a young community. However, this active and growing town has its roots in the settlement days of Texas. Four rural hamlets, Long Creek, New Hope, Hattersville, and Tripp, merged in 1953 to form Sunnyvale. The town has grown and developed since then, yet it has managed to preserve the rural charm of its early days through careful and strategic planning. Sunnyvale is characterized by its rural environment, low density, high quality of life, and welcoming, friendly atmosphere. As the community continues to grow, residents and leaders have outlined a vision to maintain the current standard of living, encouraging large-lot, quality development and preserving the open space and small-town charm that define the community. In 2022, Sunnyvale was rated as the #2 city in America for outdoor living by Dwellics.com.

The town offers a variety of recreational amenities at four beautiful parks. Jogging, walking, or biking across the open-air roads is a rare treat in most urban environments, but these luxuries are the pride of Sunnyvale and enhance its rural charm. With rolling pasture lands and sweeping meadows, it is easy to experience the true enjoyment of leisure living. The Town also hosts numerous family friendly celebrations and festivals, including SunnyFest and the annual Christmas Tree Lighting.

Sunnyvale enjoys a solid industrial base with manufacturing centers, a regional medical center, and increasing commercial and retail development. The town is home to several companies providing jobs and a tax base for the community. Sunnyvale also enjoys prime areas for future development of retail, commercial, and industrial sites along US Highway 80, Belt Line Road, Clay Road, and Collins Road. The Town's 16-square-mile jurisdiction is less than 50 percent developed and characterized by custom, estate, and ranchette residential living.

A superior public school system, Sunnyvale ISD is a vital part of this dynamic, growing community. The district has a total enrollment of about 1,975 students on four campuses. For those seeking higher education opportunities, Sunnyvale is conveniently located within easy distance of Southern Methodist University, Texas Christian University, the University of Texas at Dallas, the University of Texas at Arlington, and all campuses of the Dallas County Community College District.



# City Government

A highly educated and fiscally conservative community, Sunnyvale operates under a home-rule charter with a council-manager form of government. The community's Town Council consists of six members elected at large by place, and the mayor is elected at large. The mayor serves two-year terms, and council members serve three-year, staggered terms, all with no term limits. A professional Town Manager is appointed by the Town Council to manage day-to-day operations, overseeing staff and the organization's budget.







## The Department

The Sunnyvale Police Department was formed in 2019 and took over full-time police services for the Town of Sunnyvale on October 1, 2020. As such, the next Chief will have an invigorating opportunity to shape the organizational culture of the department and chart a path for the future of the Sunnyvale PD.

The Sunnyvale Police Department is accredited through the Texas Police Chiefs Association's Best Practices Recognition Program, meaning the department meets or exceeds all the program's identified best practices for Texas law enforcement. The mission of the department is to partner with the community to preserve peace, reduce fear, provide a safe environment, and impartially enforce the law when necessary.

The Sunnyvale Police Department is a 23-member department that operates a patrol division, a criminal investigations division, School Resource Officers, and an administrative division. The next Police Chief will be supported by a Lieutenant and four Sergeants who provide the day-to-day supervision and management of staff. The Chief will oversee a FY 23/24 budget of approximately \$3.5 million. The department is proud of starting its Citizen's Police Academy (CPA), which is an educational program designed to provide the public with a working knowledge of Sunnyvale Police Department's personnel and policies. The CPA has and will continue to build understanding and transparency with the Sunnyvale community.



# The Position

Appointed by the Town Manager, the Police Chief leads the department and its staff in the delivery of public safety services to those who live, work, and visit Sunnyvale. The next Chief will be a visible leader in the community and in the Police Department. Some of the essential functions of the Police Chief include, but are not limited to, the following:

- Oversees, supervises, manages, monitors, and reviews all police services and operations daily; tracks and supervises each shift ensuring professional police services are being rendered; ensures the overall success of the department and daily operations.
- Responsible for engaging the community to address the safety and welfare of the citizens in regard to crime and criminal misconduct in the Town. The Chief must be community oriented to professionally and effectively address citizen concerns by building trust and legitimacy, treating citizens with dignity and respect, giving them a voice, and promoting fairness and transparency.
- Prepares, develops, oversees, monitors, and manages the departmental budget and plans for resource allocation; works to keep department spending within budgetary guidelines, and facilitates department success by evaluating spending, tracking overages, and making future budget recommendations.
- Oversees the purchasing and maintenance of police department equipment and vehicles; performs research and compiles information on various equipment costs and needs; assesses current equipment to ensure appropriate functionality and safety and makes recommendations for upgrades or replacements.
- Conducts, leads, and participates in training and educational meetings to discuss tactical, safety, and general protocols; ensures all work is up to date on procedures, policies, and techniques.
- Performs exceptional and seamless customer service; shows integrity and a commitment to innovation, efficiency, and fiscally responsible police activity; oversees and performs various reporting regarding department and police activity.



# Challenges and Opportunities

The next Police Chief for the Town of Sunnyvale will have the opportunity to lead an organization which has been positioned for success by the previous Chief, along with addressing some of the following challenges and opportunities:

- The next Chief will have an opportunity to ensure the current low crime rate continues, even as the Town grows. Experience and an innovative mindset in managing crime in high growth environments will benefit the next Chief.
- A challenge for the next Chief will be to examine and identify career development opportunities within the Police Department to ensure staff are trained and ready for future assignments, promotions, and career advancement.
- Community policing in Sunnyvale is currently in a good place, but the next Chief will have the opportunity to find innovative ways to continue to nurture a collaborative, trust-based relationship with the community.
- A short-term need exists for the next Chief to find a partner agency to assist Sunnyvale PD with emergency communications. On a related note, a long-term opportunity exists for the Police Chief to work with the Town Manager and others on planning a possible new public safety facility which would include a dispatch component.
- The next Police Chief will have an opportunity to continue the department's accreditation efforts and even pursue CALEA accreditation.

# Ideal Candidate

The ideal candidate for the Sunnyvale Police Chief will possess certain traits and experiences that will likely lead to success:

- The next Police Chief will have a demonstrated record of collaboration and dedication to community connection. Modeling this behavior is essential to success.
- A high level of visibility and presence in the Department and community are essential.
- The next Chief will bring a commitment to mentoring and staff development through training to all members of the organization.
- A strong, engaged and honest communicator who embraces collaborative leadership efforts within the Department and the City organization.
- Demonstrated experience as a progressive and innovative thinker who is open to exploring new ideas, programs, or service delivery methods will benefit the next Chief.
- Commitment to procedural justice, both inside and outside the organization, will be an important area of focus.
- Experience with overseeing public safety facility construction projects will be valuable if a new facility is approved.



# Qualifications

Any combination of related education, experience, certifications, and licenses that will result in a candidate successfully performing the essential functions of the job is qualifying. The most attractive candidates will possess the following:

**Education:** A Bachelor's degree in criminal justice, police administration, or a related field. A Master's degree is preferred. Graduation from the F.B.I. National Academy, Senior Management Institute for Police, Southern Police Institute or a similar professional leadership program is highly desirable.

**Experience:** Five to seven (5-7) years of supervisory experience, command experience or experience as a Police Chief.

**Certifications:** Must have Texas Commission on Law Enforcement (TCOLE) intermediate certification or equivalent certification from another state with the ability to obtain TCOLE intermediate certification. A TCOLE Master certification is preferred.







## Compensation & Benefits

The salary range for the Police Chief is **\$128,000 - \$160,000**, with placement in the range dependent on qualifications. In addition, an excellent executive benefit package is provided as outlined below. The Town is also currently considering the addition of other post-retirement benefits for the upcoming fiscal year. Current benefits include:

- **Retirement:** Retirement is provided through TMRS. Employees contribute 7% of their salary, with a city match of 2 to 1 upon retirement. Employees vest with 5 years of service and are eligible to retire with 20 years of service at any age, or with 5 years of service at age 60.
- **Health Insurance:** Health insurance is provided through TML with a 50% subsidy for health care insurance to cover family or dependents. A prescription drug plan, a Health Reimbursement Account (\$1,500/yr.), and a Flexible Spending Account are also provided.
- **Vision:** Vision insurance managed through EYEMED.COM
- **Vacation/Sick Leave:** 80 hours per year.
- **Holidays:** Sunnyvale offers 12 paid holidays per year.
- **Vehicle:** A vehicle or auto allowance is provided with Town Manager approval.
- **Technology Allowance:** A cell phone (or allowance) and laptop computer are provided.
- **Wellness Program:** The Town offers a Wellness Program through TML and encourages participation.
- **Long Term Disability:** Program is managed through MetLife. Employer contribution = 80% of monthly premium.



# The Recruitment Process

Interested candidates should submit a comprehensive résumé and compelling cover letter online at [mosaicpublic.com/careers](https://mosaicpublic.com/careers) no later than

**Monday, July 31, 2023.**

Confidential inquiries are welcomed to Chief Bryan Noblett (ret.) or Chief Greg Nelson (ret.) at (916) 550-4100.

**This recruitment incorporates existing rules and regulations that govern public sector recruitments in the State of Texas. In accordance with public disclosure/open record laws, information submitted for consideration may be made available to the public upon request by interested parties.**

*The Town of Sunnyvale is an Equal Opportunity Employer.*

