



Department of Development
222 N. Chauncey Ave., Room 102
West Lafayette, Indiana 47906
(765) 775-5160

December 29, 2014

To: Board of Public Works and Safety
West Lafayette Common Council

CC: Diane Foster
Human Resources Director

From: Chandler M. Poole 
Director of Development

Re: Dale Dixon – Promotion

I request Board of Works approval to promote Dale Dixon from Housing Program Coordinator to Assistant Director of Development effective January 5, 2015.

Dale has more than five years of running the Rental Housing Program efforts for the city which has proven his ability to lead and run an effective group. Dale will retain his current job responsibilities associated with leading the Rental Housing Program; however, he will become more involved in the day-to-day operations of the Department of Development. These new duties include, but are not limited to, assisting in budgeting, personnel, strategic planning, etc.

Dale's new proposed biweekly salary effective January 5, 2015 will be \$2,196.93.