



Towing Advisory Board

DASH Boardroom A18

3000 Business Center Drive

November 17, 2025; 6:00 P.M.

MEETING AGENDA

1. Call to Order (Chairman Randolph)
2. Roll Call (Secretary Pro Tempore Christopher Bedwell)
3. Introductions: New Board Member (Chairman Randolph)
 - David Butcher, Towing Company Representative
 - Roundtable Introductions
4. Adoption of March 26, 2025 Meeting Minutes (Chairman Randolph)
5. Annual Report of FY 2025 Advisory Board Activities and Accomplishments (Darryl Syler)
6. FY 2026 Staff Liaison Change and Officer Elections (Chairman Randolph)
 - Alex Frias, Supervisory Impounding Officer- Board Staff Liaison
 - Officer Nomination(s) and Election
 - Chair
 - Vice Chair
 - Recording Secretary
7. Updates- Virginia General Assembly Legislation (Chairman Randolph)
 - 7-A: House Bill 959: Towing violations; enforcement (Deputy Director Moorer)
 - 2nd Authorization Requirement
 - 7-B: Senate Bill 1332: Maximum Towing Fee (Deputy Director Moorer)
 - Office of Performance Analytics: Fair Market Analysis (OPA Director Useem)
8. Towing Contract Solicitation (Darryl Syler)
 - Current towing contract extended through June, 2026
 - Specifications
 - Electric Vehicle storage safety, isolation, protective equipment & procedures
 - Personal Property Inventory at intake; custody and return process
 - Contractor Equipment Standards: Flatbeds, Wheel Dollies, Tie-Down Straps, Spill Kits
 - Large Vehicle Capacity (definition of large vehicles)
9. New Business/Roundtable (Chairman Randolph)
 - 9-A: Requested Complaint Data, Definition of “normal business hours”
 - 9-B: Charitable Assistance List for Hardship Towing Cases- Update
10. Next Meeting (Incoming Chairman)
11. Adjournment (Outgoing Chairman Randolph)