



## **Towing Advisory Board**

Alexandria Transit Company/DASH

3000 Business Center Drive

Meeting Minutes

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

### **OPENING**

MEMBERS PRESENT: George Randolph, Alexandria Police (Law Enforcement member #1); James Young, Alexandria Police (Law Enforcement member #2); Brad Fleming (Licensed Towing & Recovery Operator member #1); David Butcher (Licensed Towing & Recovery Operator #2) Derek Andrews Grenier (Citizen member); Christopher Bedwell, City of Alexandria (Secretary Pro Tempore); Darryl Syler, City of Alexandria (Staff Liaison); Alexander Frias, City of Alexandria

ALSO PRESENT: Greg Useem, Director- Office of Performance Analytics; Collin Branzell, T&ES (I-T/technical meeting support); Jason Harris, member of the public

- 1.0 OPENING REMARKS AND CALL TO ORDER: Chairman Randolph called the meeting to order and welcomed all those present in the room.
- 2.0 ROLL CALL AND QUORUM ASSESSMENT: At Chairman Randolph's direction, Secretary Pro Tempore Christopher Bedwell tabulated attendance orally, and confirmed a quorum was established.
- 3.0 INTRODUCTIONS: All Board members and associated City staff introduced themselves. New member David Butcher briefly summarized his professional background.
- 4.0 ADOPTION OF MARCH 26, 2025 MEETING MINUTES: Derek Grenier motioned for adoption of the meeting minutes, which was seconded by David Butcher. The motion carried unanimously, and meeting minutes were approved.
- 5.0 ANNUAL REPORT OF FY 2025 ADVISORY BOARD ACTIVITIES AND ACCOMPLISHMENTS: Darryl Syler summarized the Accomplishments and Attendance report, which were compiled over the summer and submitted to the City Clerk. There were no corrections or questions.
- 6.0 FY 2026 STAFF LIAISON CHANGES AND BOARD OFFICER ELECTIONS: Darryl Syler indicated the Board staff liaison was changing to Supervisory Impounding Officer Alexander Frias, who would coordinate with members from this point forward. Christopher Bedwell mentioned the three Board offices that were open for election, with the caveat that chairmanship, per the bylaws, must rotate among the three Board categories (Towing/Recovery Operator, Law Enforcement, Citizen Member) each year; as the FY 2025 chairmanship was held by George Randolph of Law Enforcement, only members of the Towing/Recovery or Citizen/Community categories are eligible. The following nominations were received:

- \* Chairman: David Butcher (seconded by Brad Fleming); elected unanimously
- \* Vice Chairman: James Younf (nom by George Randolph, seconded by Brad Fleming); elected unanimously
- \* Recording Secretary: Derek Andrews Grenier (nominated by Brad Fleming, seconded by David Butcher); elected unanimously

7.0 UPDATES- VIRGINIA GENERAL ASSEMBLY LEGISLATION: Darryl Syler provided an update as to the general process and mentioned the State Senate and House bills. All members were asked to review the text; a recommendation to Council can be decided tonight or deferred. Members decided to defer until after presentation by OPA Director Useem (Item 8).

Subsequent discussion after Item #9 was presented included questions from Board members relative to House Bill 959. Has this gone to City Council? If not, recommended removing 2<sup>nd</sup> authorization requirement (David Butcher motioned; seconded by George Randolph and Brad Fleming concurrently). Board members also requested clarification as to distance of storage facility from City limits, if not located inside City. Board member James Young indicated the current requirement is 3 miles.

8.0 FAIR MARKET ANALYSIS (OPA DIRECTOR GREG USEEM): Christopher Bedwell introduced Director Useem and gave a general summary as to OPA's role in the City government.

A summary of Director Useem's presentation is as follows: City fees are in line with fees area jurisdictions. Background was given on City legislation to increase fees, which was approved by Council. Discussed trends in trespass tows, which have increased in Alexandria. Summarized different fees in the City, compared to State limits, summarized other changes. Fees were measured in relation to area's economy for the Washington Metropolitan area in 2024-2025. Director Useem displayed a comparator table of fees in the City and area jurisdictions, providing analysis and rankings. City staff recommend keeping the current rates. Derek Grenier asked if fees are regulated; Director Useem responded yes, the maximums are set by the State, after research by the State Corporation Commission (SCC) to analyze derivation of fees. David Butcher requested one correction to the comparator table- the data for Prince William County. Mr. Butcher also asked what actions other jurisdictions are taking to change their local ordinances and maximums. What are the information sources? Is the data influenced by inflation only, or are there additional factors (such as operating costs)?

Board members were inclined to recommend fee increases. Darryl Syler recognized that, while City staff do not recommend fee increases, if Board members feel otherwise, recommendations can be sent to Council- with the suggestion that a data-bolstered argument would be more persuasive, compared to anecdotal. Board members discussed general operating costs, and recommended Council reinstate the \$20 fuel surcharge that was recently rescinded. Jason Harris, member of the general public, was recognized and mentioned some other, ancillary costs that professional towing/recovery operators have, such as staff training. David Butcher motioned to contact Fairfax County for information on their local ordinance fees, data, and deliberations. Any Board recommendations will

be docketed or Council consideration as soon as the January meetings. At this time, David Butcher motioned for a \$185 fee recommendation, which was seconded by Brad Fleming and approved unanimously.

Board members also requested the report from the State Corporation Commission. Darryl Syler or Alexa Frias will obtain and distribute the report.

- 9.0 TOWING CONTRACT SOLICITATION: Darryl Syler mentioned the June 30 expiration of the City's towing contract and solicited Board member input relative to specifications. David Butcher outlined the general process his business implements for inventory safeguarding, with reference to a State Code provision for the removal of certain property. Brad Fleming will research and provide a Code citation. Darryl Syler also outlined certain equipment requirements and training for contractor's staff. The contract will include language that permits offerors (if awarded) to extend their terms and conditions to other jurisdictions and public bodies, if they choose, and can be tailored. Christopher Bedwell explained this is typically done via a checklist the offeror uses for custom selection. While Board members recommended potential offerors attend a pre-bid conference, they advised against the City doing a multi-award contract.
- 10.0 NEW BUSINESS/ROUNDTABLE: Item "A", the Complaint Data and definition of "normal business hours" was tabled. Item "B" was discussed, with David Butcher describing some circumstances, and his experiences in the profession.
- 11.0 NEXT MEETING: Incoming Chairman David Butcher asked members and staff to check their calendars for availability between January 26-29. After discussion, Board members agreed to January 27 at 6:00 pm. George Randolph will reserve the Community Room at the Alexandria Police Department, 3600 Wheeler Avenue.
- 12.0 ADJOURNMENT: Hearing no other requests for business, Chairman Butcher adjourned the meeting at 7:52 p.m.