

YOUR CITY GOVERNMENT OVERVIEW

1. The Governing Body

(Mayor and City Council)– Elected Legislative Board that establishes City's Laws, City Tax Rates, City Budget, and appoints key positions that has differentiated oversight over: City Manager, City Attorney, City Clerk, and School Board (and other boards like the Planning Commission).

2. Treasurer

– Elected office (part of the executive management team with the City Manager but completely independent of the City Manager and Governing Body) that bills and collects city taxes among other duties like managing bank accounts.

3. Commissioner of Revenue

– Elected office who works with the City's executive team but operates independently from the City Manager and Governing Body. The office determines what residents owe in local taxes and provides information for billing and collection. Additionally, they take care of vehicle registrations, business licenses, and other related duties.

Note: There are two other largely independent entities in our City Government:

Voter Registrar Office and Manassas Park City Schools.

Appointed Office of the City Manager: Our City has a Council-Manager form of government. This means that the Governing Body appoints a professional executive (the City Manager) to manage the non-independent departments—Police, Fire, Social Services, Parks & Recreation, Community Development, Public Works, Finance, IT, and HR—while also presenting policy recommendations and preparing the City budget for their consideration and approval.

CONTACT INFORMATION

Governing Body

(Mayor & Council)
703-335-8808

Voter Registration

(Elections)
703-335-8806

Treasurer

(All Tax Payments)
703-335-8835

Water Billing

(Water/Sewer/Trash Payments)
703-335-8805

Commissioner of The Revenue

(Property Tax Information/Decals)
703-335-8825

City Manager

(Manager of Below Departments)
703-335-8813

Finance

(Assessments)
703-335-8811
(Other Finance Inquiries)
703-335-8803

Social Services

(100 Nadia Street)
703-335-8898

Parks & Recreation

(99 Adams Street)
703-335-8872

Community Development

(Building Inspections/Zoning/Code Enforcement)
703-335-8820/0021

Public Works

(Water & Sewer/Stormwater/Solid Waste)
703-393-0881

Fire & Rescue

911 FOR EMERGENCIES
Non-emergencies
703-335-8845

Police & Animal Control

911 FOR EMERGENCIES
Non-Emergencies
703-361-1136



MANASSAS
PARK
VIRGINIA



RESIDENT GUIDE



**100 Park Central Plaza
Manassas Park, VA 20111**

Phone: 703-335-8800

Fax: 703-335-0053

www.manassasparkva.gov

Revised 1/07/2026

CITY GOVERNMENT

Most Manassas Park Offices are open Monday–Friday, 8:30 am to 5:00 pm (excluding holidays). Police and Fire & Rescue operate 24 hours a day, 7 days a week.

SCHOOLS

Manassas Park's children are served by Manassas Park City Schools. To register, **call 703-335-8850**. Manassas Park City Schools are located: **100 Park Central Plaza, Suite 300 Manassas Park, VA 20111**

UTILITIES



Trash pick up

Every Wednesday, trash should be placed at the curb from 4:30PM Tuesday–6:00AM Wednesday. Bulky items are by appointment.

Call Patriot Disposal Inc. 703-257-7100

Yard Waste: April 1st – December 24th

For more information contact:

703-393-0081 or email:

solidwaste@manassasparkva.gov



Water & Sewer

For a new water/sewer & refuse service, fill out an application at City Hall or download the form online at **www.manassasparkva.gov** then email all required paper work to **water.billing@manassasparkva.gov**. If you have any questions, please call **703-335-8805**



Electrical Services

Electricity in Manassas Park is provided by NOVEC. You can reach NOVEC at 703-335-0500



Natural Gas Service

Residents west of Route 28 receive gas from Columbia Gas, which can be reached at **800-543-8911**. Residents east of Route 28 utilize Washington Gas, which can be reached at **703-750-1000**

GET INVOLVED

Residents can enjoy the Community Center, Blooms Park, Costello Park, Signal Hill Park, the Signal Bay Water Park, three small block parks and three historic sites.

Additionally, Parks & Rec offers programs and special events throughout the year. For more information, contact Parks & Rec at: **703-335-8872**

With the new City Hall opening we offer a new Library, Downtown, Farmer's Markets, and exclusive events!

For more information, contact Customer Service:
703-361-9306

Treasurer & Commissioner of the Revenue Information

Both Treasurer's and Commissioner of the Revenue (COR) Office is located inside City Hall
100 Park Central Plaza Manassas Park, VA 20111

Water and Sewer Services

There are several ways to pay your bill:

1. **Mail:** City of Manassas Park Office of the Treasurer 100 Park Central Plaza Manassas Park, VA 20111.
2. **Pay in Person:** in the Treasurer's Office.
3. **Deposit Payments:** in the Drop box outside City Hall 24/7. Any payment put in the box after 12:30pm will be processed the next day.
4. **Online:** [www.manassasparkva.gov-click departments- Treasurer- Payments](http://www.manassasparkva.gov-click-departments-Treasurer-Payments)

2.95% Processing fee on any card payments

Taxes: Personal Property (Vehicles)

Virginia cities and counties have a personal property tax. Manassas Park taxes motor vehicles and local mobile properties (trailers, boats, & recreational vehicles). This property is assessed by the COR and the tax rate is set by the Governing Body. **Personal Property filing is due by April 15th and tax due date is October 5th each year.**

Tax Relief (Personal Property)

The Commonwealth of Virginia provides tax relief on the first \$20,000 of value on most personal-use vehicles.

The actual rate of relief will vary from year to year based on the total number and value of qualifying vehicles garaged in the city.

FOR NEW RESIDENTS

Purchase and Sale of Vehicles

- Owners must notify DMV and the COR **within 30 days** of the trade, sale, or disposal of any vehicle
- Manassas Park is a non-prorating locality, which means personal property taxes are based on vehicles you own and keep in the city as of **January 1st each year**
 - Vehicles acquired after January 1st will not be taxed until the following year
 - Vehicles sold, traded, moved, or disposed after January 1st are still taxed for the full year
- Vehicles that are kept, parked, or garaged in Manassas Park may also be taxed, even if they are not registered with the DMV or the city; unless specifically exempt by law
- New Residents must update their driver's license and registrations to their new Manassas Park address and jurisdiction within **30 days** of moving
- Once your DMV records are updated, please visit the Commissioner of the Revenue to purchase your vehicle decal. (see below)

City Vehicle Decals

- **Vehicle Licenses (Decals)** must be displayed on the front windshield of all vehicles housed, parked, or garaged in the city; and are to be placed on the right side (from the driver's POV) of the inspection tongue.
- **Trailer decals:** should be displayed on the tongue
- **Motorcycle decals:** should be displayed on any clear visible location, such as the front fork

The Police will ticket all vehicles parked in the city that **DO NOT DISPLAY A VALID DECAL**

Renewal decals go on sale **SEPTEMBER** of each year and **must be displayed by midnight OCTOBER 5th**. All taxes assessed in the name(s) of the vehicle owner(s) must be paid in full before a decal can be issued