

CITY GOVERNMENT STRUCTURE

ADMINISTRATION

The City of Manassas Park operates under the council-manager form of government. All legislative powers are vested in the mayor and six governing body members, who are all elected at large for four year terms. They establish city policy, pass resolutions and ordinances, approve the city budget, set tax rates, approve land use plans, and make appointments.

The governing body appoints a City Manager who directs the day-to-day operations of the city. A professional staff made up of department heads and other staff officers is responsible for the operation of all the necessary city offices.

Voters elect the following constitutional officers for a term of four years: City Treasurer, Commissioner of the Revenue, Sheriff, and a Commonwealth's Attorney. The Clerk of the Court is elected for a term of eight years.

ELECTIONS

City elections for the office of Mayor and the six seats on the City Council are held in even-numbered years, on the first Tuesday in November. The persons elected assume office on the first day of January following the elections.

BOARDS AND COMMISSIONS

Citizen involvement is the key to effective, responsive government. The City of Manassas Park has various boards and commissions. Membership on each of these is through appointment by the governing body and each has specific responsibilities in various areas. As issues develop, additional committees and advisory boards may be formed.

A number of our citizens represent the city through participation in various regional organizations. Vacancies on all boards and commissions are listed in the Manassas Park Newsletter which is distributed to all city households, posted on the Manassas Park website at www.cityofmanassaspark.us and are also announced on Manassas Park Channel 23 for all cable television subscribers. All meetings are open to the public. For more information please call City Hall at 703-335-8800.

CITY ADVISORY GROUPS

Board of Equalization of Real Estate Assessments – provides an avenue for fair settlement of real property assessment disputes.

Board of Zoning Appeals – hears and rules on requests for variances to the Zoning Ordinance.

Building Fire and Code Appeals Board – provides an avenue for fair settlement of building code disputes.

Electoral Board – administers the electoral process.

Economic Development Authority – serves as an advisory body to the city’s governing body and professional staff regarding economic development issues in the city. In addition, for the purpose of promoting economic development, the EDA can buy, sell, exchange, lease, and otherwise convey rights in real property, and any facilities constructed thereon, and personal property, and can issue revenue bonds and provide loans and grants to certain entities.

Parks and Recreation Advisory Commission – advises the governing body on matters relating to parks and recreation.

Planning Commission – advises the governing body on matters relating to planning and community development.

School Board – appoints the School Superintendent and legislates the operations of the school division. School board members are appointed by the governing body and serve for a term of three years.

Social Services Advisory Board – advises the governing body on matters relating to social services and welfare.

Parking Committee – advises the governing body on matters relating to transportation safety issues.

For more information on boards or committees, please call City Hall at 703-335-8800.

REGIONAL ORGANIZATIONS

Northern Virginia Regional Commission (NVRC) – regional council of 14 member governments in the Northern Virginia suburbs of Washington, D.C., whose chief roles and functions have been providing information, performing professional and technical services for its members, and serving as a mechanism for regional cooperation. NVRC is located at 3060 Williams Drive, Suite 510, Fairfax, VA, 22031. To learn more about NVRC’s programs and services visit their website at <http://www.novaregion.org/> or call 703-642-0700.

Northern Virginia Transportation Authority (NVTA) – responsible for long-range, transportation planning for regional transportation projects in Northern Virginia. The NVTA regularly meets on the second Thursday of the month. NVTA is located at 4031 University Drive, Suite 200, Fairfax, VA 22030. To learn more about NVTA’s meetings and projects, please visit their website at <http://www.thenovaaauthority.org/> or call 703-766-4650.

Prince William Commission on Aging (COA) – citizens advisory group to the Area Agency on Aging, the Prince William County Board of County Supervisors, and the governing bodies of Manassas and Manassas Park. The COA addresses issues related to aging and care giving. Each County Magisterial District and the cities of Manassas and Manassas Park have