



## Municipal Boundaries Attribute Schema and Metadata

### [Data Set Title – Municipal Boundary \(Incorporated\)](#)

**SUMMARY** – The data contained within this collection is designed to fulfill the Arkansas GIS Office legislative mandate to coordinate with the municipalities of the state on digital mapping and to submit a consolidated report of legal boundaries to the United States Census Bureau.

Following are the citations of the law.

Arkansas Code 14-38-116. Map required with Arkansas Geographic Information Systems Office upon incorporation or unincorporation.

Before an entity undertakes an incorporation or unincorporation proceeding under this chapter, the entity shall coordinate with the Arkansas Geographic Information Systems Office for preparation of legal descriptions and digital mapping for the relevant incorporated or unincorporated areas.

Arkansas Code 14-40-101. Map required with Arkansas Geographic Information Systems Office upon annexation, consolidation, or detachment.

Before an entity undertakes an annexation, consolidation, or detachment proceeding under this chapter, the entity shall coordinate with the Arkansas Geographic Information Systems Office for preparation of legal descriptions and digital mapping for the relevant annexation, consolidation, and detachment areas.

SECTION 3. Arkansas Code 15-21-504, concerning the duties, responsibilities, and authority of the Arkansas Geographic Information Systems Board, is amended to add an additional subsection to read as follows:

(n)(1) The board shall provide mapping services to an entity undertaking an:

(A) Annexation, consolidation, or detachment proceeding under 14-40-101; or

(B) Incorporation or unincorporation proceeding under 14-38-116.

(2) The Arkansas Geographic Information Systems Office shall submit a consolidated report of changes in legal boundaries because of an annexation, consolidation, detachment, incorporation, or unincorporation proceeding on an annual basis to the United States Census Bureau's Boundary and Annexation Survey.

**DESCRIPTION** – The municipal boundary is a publication of polygons of all incorporated cities in Arkansas. The Arkansas GIS Office maintains this file in coordination with the municipalities of the State. It represents the contemporary boundary of the city. Data developed with coordinate geometry (COGO) from legal descriptions were used. When necessary the data were adjusted to conform to

known physical features. This dataset does not represent exact legal boundaries as per surveyed description, but, rather a set of boundaries used for the administrative purposes that conforms to logical & administrative rules. These polygons may be edited for the purpose of small spatial alignment changes based on new, enhanced or improved supporting basemap data, such as orthoimagery, public land survey, or cadastral data that improves the spatial accuracy of the existing geometry.

### CONTENT SCHEMA

Column Name	Description
City Name	Stores the legal name of the incorporated city.
City FIPS	Stores the unique numerical code for the city developed under the Federal Information Processing Standards.
Population	Stores the US Census Bureau population count from the last decennial census. This figure DOES NOT INCLUDE any estimated population count between the decennial census, nor any count resulting from a special census conducted between the decennial census.
EffectiveDate	Stores the effective date of the latest boundary change of the city. For this publication, this is the date the legal instruments were recorded with the Arkansas Secretary of State. The Effective Date Format is YYYYMMDD.
RevisionDate	Stores the revision date the individual boundary polygon was changed. This is the edit date of the polygon.
RevisionType	Stores the type of edit revision to the boundary polygon. [LIST DOMAIN] <b>VALUES</b> <b>Legal Update</b> – Represents a boundary revision resulting from a statutory procedure permitted by Arkansas law. Tells the user the edit revision was a result of legal procedure. <b>Geometry Correction</b> - Represents small spatial alignment changes based on new, enhanced or improved supporting basemap data, such as orthoimagery, public land survey, or cadastral data that improves the spatial accuracy of the existing geometry.
SquareMiles	Stores the calculated square miles of area fully contained within the city. Square mileage area calculation derived from geometry calculation of each boundary polygon.

Acres Stores the calculated acres of area fully contained within the city. Acres area calculation derived from geometry calculation of each boundary polygon.

### Data Set Title - Municipal Boundary Change

**SUMMARY** – The data contained within this collection is designed to fulfill the Arkansas GIS Office legislative mandate to coordinate with the municipalities of the state on digital mapping.

Following are the citations of the law.

Arkansas Code 14-38-116. Map required with Arkansas Geographic Information Systems Office upon incorporation or unincorporation. Before an entity undertakes an incorporation or unincorporation proceeding under this chapter, the entity shall coordinate with the Arkansas Geographic Information Systems Office for preparation of legal descriptions and digital mapping for the relevant incorporated or unincorporated areas.

Arkansas Code 14-40-101. Map required with Arkansas Geographic Information Systems Office upon annexation, consolidation, or detachment. Before an entity undertakes an annexation, consolidation, or detachment proceeding under this chapter, the entity shall coordinate with the Arkansas Geographic Information Systems Office for preparation of legal descriptions and digital mapping for the relevant annexation, consolidation, and detachment areas.

SECTION 3. Arkansas Code 15-21-504, concerning the duties, responsibilities, and authority of the Arkansas Geographic Information Systems Board, is amended to add an additional subsection to read as follows:

- (n)(1) The board shall provide mapping services to an entity undertaking an:
- (A) Annexation, consolidation, or detachment proceeding under 14-40-101; or
  - (B) Incorporation or unincorporation proceeding under 14-38-116.
- (2) The Arkansas Geographic Information Systems Office shall submit a consolidated report of changes in legal boundaries because of an annexation, consolidation, detachment, incorporation, or unincorporation proceeding on an annual basis to the United States Census Bureau's Boundary and Annexation Survey.

**DESCRIPTION** – The municipal boundary change is a publication consisting of multiple individual polygons each representing a unique boundary description. The Arkansas GIS Office maintains this file in coordination with the municipalities of the State. It represents boundary changes across time for any cities beginning in 2016. 2016 is the year beginning in which the Arkansas Legislature mandated the Arkansas GIS Office to coordinate with any entity on municipal boundary changes and report these changes to the US Census Bureau. These change polygons can

represent annexation, consolidation, detachment, incorporation and unincorporation of territory representing area per description. Various methods to annex, detach, create a new incorporation or unincorporate an existing incorporation may be used. Data developed with coordinate geometry (COGO) from legal descriptions were used. When necessary the data were adjusted to conform to known physical features. This dataset does not represent exact legal boundaries as per surveyed description, but, rather a set of boundaries used for the administrative purposes that conforms to logical & administrative rules.

<b>Column Name</b>	<b>Description</b>
City Name	Stores the legal name of the incorporated city.
City FIPS	Stores the unique numerical code for the city developed under the Federal Information Processing Standards.
Instrument	<p>Stores a reference to the County recording associated with the boundary change. These references may be to an adopted City Ordinance, adopted County Court Order, or certified election result. These legal instruments are recorded under this authority:</p> <p>Arkansas Code 14-15-401. Recorders Duties generally.</p> <p>(a) (1) There shall be established in each county in this state an office to be styled the county recorder's office, which shall be kept at the seat of justice of each county.</p> <p>(2) (A) Unless otherwise provided by law, the county recorder is the circuit clerk of the county.</p> <p>(B) In a county that under law has assigned the duties of the county recorder to the county clerk, all Arkansas Code references to circuit clerk that concern recording functions shall mean the county clerk.</p> <p>14-15-402. Instruments to be recorded.</p> <p>(a) It shall be the duty of each recorder to record in the books provided for his or her office all deeds, mortgages, conveyances, deeds of trust, bonds, covenants, defeasances, affidavits, powers of attorney, assignments, contracts, agreements, leases, or other instruments of writing of or writing concerning any lands and tenements or goods and chattels, which shall be proved or acknowledged according to law, that are authorized to be recorded in his or her office.</p> <p>This reference can be used to locate the legal instrument at the county courthouse.</p>
EffectiveDate	Stores the effective date of the boundary change for that area. For this publication, this is the date the legal instruments were

recorded with the Arkansas Secretary of State. The Effective Date Format is YYYYMMDD.

**RevisedDate** Stores the revision date the individual boundary polygon was changed. This is the edit date of the polygon.

**SquareMiles** Stores the calculated square miles of area fully contained within the change area. Square mileage area calculation derived from geometry calculation of each boundary polygon.

**Acres** Stores the calculated acres of area fully contained within the change area. Acres area calculation derived from geometry calculation of each boundary polygon.

**ChangeMethod** Stores a descriptor of the legal method that initiated the change. There are multiple legal methods in Arkansas law that permit boundary change. Tells the user the legal method by which the boundary change was initiated.

[LIST DOMAIN]

**VALUES**

City Initiated by Election – Relevant Statutes A.C.A. § § 7-11-201, 7-11-203–205, 14-40-301–304, 14-40-101. Summary of Method - City council enacts ordinance complying with code and fixing date for election at next general or special election. Ordinance filed with county clerk. Special election held (60-70 days minimum following filing, see A.C.A. § 7-11-205(b) for further detail.) City must identify residents of proposed annexation area at least 45 days before election. County clerk certifies election results, files with Secretary of State. Wait 30 days (or until entry of final order if annexation challenged in court).

City Initiated for Enclave – Relevant Statutes A.C.A. § § 14-40-501–503, 14-40-101. Summary of Method -Council proposes ordinance for annexation of surrounded territory. Public hearing conducted within 60 days of proposal of ordinance calling for annexation. At least 15 days prior to public hearing, legal notice with legal description of territory published and notification by certified mail to property owners within proposed area to be annexed. Ordinance for annexation passed by city’s governing body.

City Initiated Detachment – Relevant Statutes A.C.A. § § 14-40-1901–1903 Summary of Method -City council passes resolution, files certified copy thereof and petition for hearing with county court. Notice of hearing published in newspaper

for at least 2 consecutive weeks. County court holds hearing 15-30 days from date of first publication of notice. County court orders exclusion of territory. County clerk files order with county recorder and Secretary of State.

Citizen Initiated by Petition Majority of Landowners – Relevant Statutes A.C.A. § § 14-40-601–606; 14-38-103. Summary of Method -Petition filed with county court by majority of real estate owners in proposed territory. Clerk files petition, court sets date for hearing. Court holds hearing (at least 30 days after clerk files petition); petitioners publish notice in newspaper or posting for 3 weeks. Court enters order. Wait 30 days (or until entry of final order if annexation challenged in court). Council accepts annexation by ordinance or resolution. Annexation effective.

Citizen Initiated One-Hundred Percent of Landowners – Relevant Statutes A.C.A. § 14-40-609. Summary of Method - Petition filed with county clerk and assessor. County clerk and assessor verify petition. Petition presented to county judge, who issues order. City council passes ordinance or resolution granting petition. Annexation effective 30 days after council grants petition, if no judicial challenge).

Citizen Initiated Consolidation – Relevant Statutes A.C.A. § § 7-11-201, 7-11-203–205, 14-40-1201–1213. Summary of Method - Petition filed with clerk and/or recorder of larger city's government. Petition presented to larger city's government. Council passes ordinance approving consolidation. Petition presented to county court, which calls for special election. Special election held (60-70 days minimum from date filed with county court) (county court gives 30 days' notice of election by publication). Election results returned to and declared by county court. Consolidation effective (up to 18 months following declaration as stated in petition).

Citizen Initiated Detachment – Relevant Statutes A.C.A. § 14-40-608. Summary of Method - Landowner notifies city within 8 years after annexation proceeding is completed, if no utilities provided. City passes detachment ordinance within 30 days. City sends relevant documents to county clerk. County clerk sends relevant documents to Secretary of State, Director of Tax Division of Arkansas Public Services Commission.

ChangeType	<p>Stores the type of the change polygon. Indicates the type of change being represented by the polygon.</p> <p>[ LIST DOMAIN]</p> <p><b>VALUES</b></p> <p><u>Annexed</u> – Territory added to city</p> <p><u>Detached</u> – Territory removed from city</p> <p><u>Consolidated</u> - Territory of two cities combined</p> <p><u>Incorporated</u> – County territory becomes incorporated as a city</p> <p><u>Unincorporated</u> – City territory entirely reverted to county city no longer exists</p>
Record Link	<p>Stores a hyperlink to scanned copies of the official government records filed with the Arkansas Secretary of State documenting the boundary change.</p>