



# Arkansas Secretary of State

**John Thurston** Arkansas Secretary of State, 500 Woodlane Ave, Little Rock, AR 72201-1094

## Municipal Boundary Change Checklist

Act 655 of 2017 and A.C.A. §14-40-103

County: Faulkner City/Town: Conway

City Ordinance/Resolution No: O-21-15 Date approved: 02/26/2021

County Court Case No: CC-20-12 Date Order Filed: 12/30/2020

Type: Annexation by Petition of all Landowners A.C.A. 14-40-609  
(Choose from the list of Arkansas Code Sections located on the back)

Date Change Effective: 02/26/2021 Set by:  Municipal Ordinance  Emergency Clause  Court  Default  
(Required by Act 655 of 2017)

For Circuit Court Challenge: Date Order Filed: \_\_\_\_\_  Upheld  Overturned  Other (attach explanation)

Please indicate which ward(s) the territory will be assigned to: Ward 1  
(See A.C.A § 14-40-203)

**Initiating party:**

All Landowners  Majority Landowners  Municipal Governing Body  State  Other \_\_\_\_\_

**Supporting Documentation attached (check all that apply):**

- File marked copy of City Ordinance/Resolution (required)
- File marked copy of County Court Order or certified annexation election results (required except for A.C.A. §14-40-501)
- Copy of Arkansas GIS approved printed map and certification letter (required)
- Proof of Publication for all Legal Notices (include Hearing, Election, and City Ordinance/Resolution notices)
- File marked copy of Petition Part (if applicable)
- File marked copy of Complaint and final Circuit Court Order (Court Challenge only)

**Municipal Contact:**

Name: Michael Garrett Title: City Clerk

Street Address: 1111 Main Street

City: Conway St: AR Zip code: 72032

Complete one form per ordinance/resolution, attach it as a cover page to the supporting document set and submit to the County Clerk's Office within 45 days of the Effective Date as required by Act 655 of 2017

**County Official:**

Signature: Margaret Darter Title: County Clerk

Date: 4/6/2021

Pursuant to Act 655 of 2017, County Officials must submit a file-marked copy of municipal boundary change documents within 30 days of receipt to: Arkansas Secretary of State, Attn: Municipal Boundary Filing, 500 Woodlane Ave Suite 256, Little Rock, AR 72201-1094

Office of the Arkansas Secretary of State use only

Received by: [Signature]

**FILED**

MAY 13 2021

Arkansas Secretary of State

**Margaret Darter**  
CLERK OF THE COUNTY & PROBATE COURTS  
FAULKNER COUNTY

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801 Locust Avenue \* Conway, AR 72034  
(501) 450-4909 \* FAX (501) 450-4938§  
[Margaret.darter@faulknercounty.org](mailto:Margaret.darter@faulknercounty.org)

April 6, 2021

Secretary of State  
Attn: Annexation  
State Capitol  
500 Woodlane St., Suite 256  
Little Rock, AR 72201


Director Tax Division  
P.O. Box 8021  
Little Rock, AR 72203-8021

Re: Faulkner County Annexations CC-20-12  
Annexation City of Conway

To whom it may concern:

Pursuant to A.C.A. § 14-40-609, enclosed herein are certified copies of the Orders of the Court, the Ordinances and plats of the territory annexed in Faulkner County regarding the above-referenced matter.

Sincerely,

  
Margaret Darter

CC: Jennifer Wheeler, GIS Office  
Krissy Lewis, Assessor Office  
Shelia Bellott, OEM Office

**RECEIVED**

APR 09 2021

**Arkansas  
Secretary of State**

Clerk's Certificate

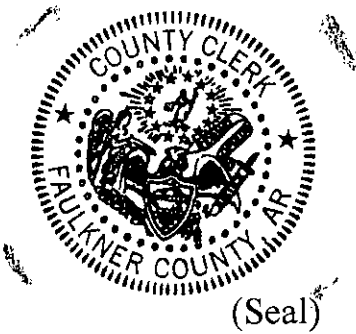
STATE OF ARKANSAS  
COUNTY OF FAULKNER

I, Margaret Darter, County Clerk of Faulkner County, Arkansas, do hereby certify that the foregoing pleadings are a true and correct copy of the original documents filed in my case in Case Number CC-20-12

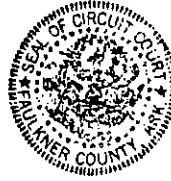
Witness my hand and seal as such Clerk on this 6th day of April, 2021.

MARGARET DARTER  
FAULKNER COUNTY CLERK

By Margaret Darter D.C.



3



**City of Conway, Arkansas  
Ordinance No. O-21-15**



**CERTIFICATE OF RECORD**  
**FAULKNER CO, AR FEE \$25.00**  
I hereby certify that this instrument was  
Filed and Recorded in the Official Records  
In Doc Num **L202103547** 3 Pages  
RECORDED: 02-25-2021 08:22:40 AM  
CRYSTAL TAYLOR  
FAULKNER COUNTY CIRCUIT CLERK  
BY: NICOLE SPILLER, D.C.  
**ORDINANCE**

**AN ORDINANCE ACCEPTING THE ANNEXATION OF CERTAIN LANDS COMPRISED OF +/- 66.87 ACRES LOCATED SOUTH OF NUTTERS CHAPEL ROAD, CONNECTING TO RIDGEDALE CIRCLE, TO THE CITY OF CONWAY:**

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS THAT:**

**SECTION 1:** That the City of Conway, Arkansas, hereby accepts the hereinafter described territory, including all adjacent and abutting rights-of-way, annexed to said City by order of the County Court of Faulkner County, Arkansas heretofore entered on **January 26, 2021** and said territory being situated in Faulkner County, Arkansas, shall be a part of the City of Conway and shall be zoned **R-1**. Legal description as follows:

Nutters Chapel, Conway, AR  
Being a part of the E ½ NW ¼ of Section 27, T-5-N, R-14-W, and also Lots 19 and 20 Ridgedale Subdivision, and unrecorded plat, being a part of the W ½ NW ¼ of Section 27, T-5-N, R-14-W, Faulkner County, Arkansas; more particularly described as: Commencing at the SW corner of said E ½ NW ¼, said point being the Point of Beginning; thence along the West line of said E ½ NW ¼ N01°043'54"E 805.13 feet to the SE corner of said Lot 20 Ridgedale Subdivision; thence leaving said West line N87°39'59"W 350.43 feet to the SW corner of said Lot 20, said point being in the centerline of Ridgedale Circle; thence along said centerline N02°19'22"E 284.16 feet; thence continue along said centerline N08°07'50"W 113.68 feet to the NW corner of Lot 19 Ridgedale Subdivision; thence leaving said centerline S87°32'12"E 366.98 feet to the NE corner of said Lot 19, said point being on the West line of said E ½ NW ¼; thence along said West line N01°043'54"E 895.62 feet; thence leaving said West line S87°17'35"E 531.80 feet; thence N01°19'09"E 20.75 feet; thence S83°22'32"E 794.28 feet to the East line of said E ½ NW ¼; thence along said East line S01°047'08"W 2075.08 feet to the SE corner of said E ½ NW ¼; thence leaving said East line, along the South line of said E ½ NW ¼ N86°44'25"W 1321.47 feet to the Point of Beginning, containing 66.87 acres more or less.

And that the above described lands and territory be, and the same hereby are, declared to be a part of the City of Conway, Faulkner County, Arkansas.

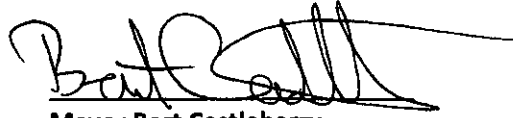
**SECTION 2:** From and after this date, all inhabitants residing within and upon the hereinabove described lands and territory shall have and enjoy all the rights and privileges of, and be subject to all the laws, rules, ordinances, limitations and regulations imposed upon the inhabitants within the original limits of said City of Conway, Arkansas, and for voting purposes, said lands are hereby assigned to and designated as part of **Ward 1** of the City of Conway, Arkansas.

**SECTION 3:** It is hereby declared the annexed land shall be provided the following services

immediately upon the effective date of this annexation: police protection; fire protection; maintenance of any publicly dedicated streets within the property; and opportunity to connect to potable water, sanitary sewer, electric, and telecommunications services provided by Conway Corporation at the expense of the property owner.

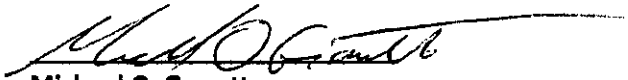
PASSED this 26<sup>th</sup> day of January, 2021.

APPROVED:

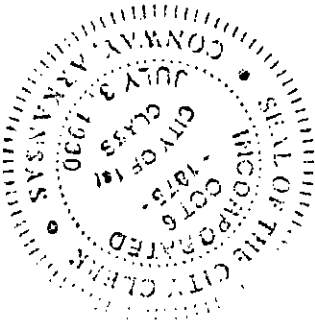


Mayor Bart Castleberry

ATTEST:



Michael O. Garrett  
City Clerk/Treasurer



FILED  
TIME:           

DEC 30 2020

MARGARET DARTER  
FAULKNER COUNTY CLERK  
BY Amber DC.

IN THE COUNTY COURT OF FAULKNER COUNTY, ARKANSAS

Tim Files, Petitioner

CC-20-12

ORDER

Comes now before the Court is the above-styled case and after having been presented all the facts and circumstances and having considered the relevant laws, this Court finds and orders the following:

1. A petition for annexation was filed December 7, 2020.
2. All appropriate signatures were affixed to the Petition, as required by A.C.A. 14-40-609.
3. The proposed site to be annexed was adequately described and further displayed a map of the proposed site.
4. The appropriate documentation was provided under A.C.A. 14-40-609.
5. Based on the above premises, the Petitioner's prayer is right and proper.

WHEREFORE, this Court finds that the area described in Exhibit A should be, and hereby is, released for annexation into the City of Conway:

IT IS SO ORDERED.

Jim B. Baker

HON. JIM B. BAKER  
Faulkner County Judge

Dated 12/30/2020

We verify that the above referenced Petition complies with A.C.A. 14-40-609.

Margaret Darter

Margaret Darter, Clerk

Krissy Lewis

Krissy Lewis, Assessor

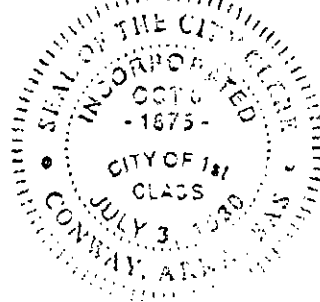
**CERTIFICATE**

**STATE OF ARKANSAS  
COUNTY OF FAULKNER  
CITY OF CONWAY**

I, Michael Garrett, the duly elected, qualified, and acting: Clerk-Treasurer of the City of Conway, Arkansas, do hereby certify that the attached and foregoing is a true and correct copy of an ordinance presented to the City Council of the City of Conway, Arkansas, at a meeting of that body held on the 26<sup>th</sup> day of January, 2020 same is duly recorded in the minutes of meeting of said Council.

Witness, my hand, and seal of the City of Conway, Arkansas this 4<sup>th</sup> day of February, 2021.

  
**CITY CLERK-TREASURER**



Sample Petition for Annexation to be submitted, typewritten, to the County Court of Faulkner County, Arkansas with all required supporting documents outlined in Procedure [1] or Procedure [2] as applicable.

FILED

(Printed name of Petitioner) Tim Files

DEC 07 2020

No. \_\_\_\_\_

MARGARET DARTER  
FAULKNER COUNTY CLERK  
BY Amelia DC

PETITION OF ANNEXATION

CC-20-12

Tim Files

printed name of petitioner

for its petition for annexation of certain lands into the City

of Conway, Arkansas, states:

1. Petitioner is the owner of all following described lands in Faulkner County, Arkansas:  
[enter legal description for all property to be annexed]
2. Said lands are contiguous to and adjoin lands which are included within the city limits of the City of Conway, Arkansas; said lands are adaptable for residential purposes; an accurate map of said lands is attached to this petition; the limits of the territory to be annexed have been accurately described herein; all other requirements of the law for the annexation of said lands into the City of Conway, Arkansas, have been met; and said lands should be annexed unto the City of Conway, Arkansas, and become part thereof.

WHEREFORE, Petitioner prays that this Court enter its order abandoning unto the City of Conway, Arkansas, for annexation, the aforesaid lands.

All petitioners must sign

Petitioner Tim Files

Address 45 River Estates Cove

City, State; Zip Little Rock, AR 72223

Signature: [Handwritten Signature]

State of Arkansas, County of Faulkner

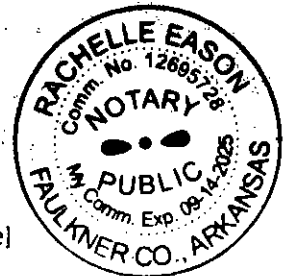
Subscribed and sworn to before me on this 3<sup>rd</sup> day of December, 20 20 by

Tim Files (petitioner).

Signature of Notary Public Rachelle Eason

My commission expires: 9/14/2025

[Seal of Office]





December 15, 2020

**Exhibit A**

FILED

DEC 16 2020

Annexation Petition for New Home Estates

Schedule of services to be extended to the property:

MARGARET DARTER  
FAULKNER COUNTY CLERK  
BY: R Walls DC

1. Police and Fire protection
2. Electric power service by Conway Corp
3. Telecommunications service by Conway Corp (Cable, Internet, VoIP Phone, Security)
4. Natural gas service by CenterPoint Energy
5. Maintenance of water and sewer line conduit and appurtenances provided at petitioner's expense and dedicated to Conway Corp
6. Maintenance of street and drainage improvements provided at petitioner's expense and dedicated to the City of Conway
7. Garbage collection service

County Court Case No: CC-20-12

Petitioner's Signature: \_\_\_\_\_

  
Tim Files, New Homes Estates

FILED

DEC 07 2020

APPLICATION REQUESTING ANNEXATION

Conway Planning Commission • City of Conway, Arkansas

MARGARET DARTER  
FAULKNER COUNTY CLERK

BY Amelia DC

Tim Files

name of applicant

hereby petitions the City of Conway, Arkansas for annexation

of the following lands into the City of Conway.

CC-20-12

[enter legal description]

Nutters Chapel, Conway, AR

Being a part of the E1/2 NW1/4 of Section 27, T-5-N, R-14-W, and also Lots 19 and 20 Ridgedale Subdivision, and unrecorded plat, being a part of the W1/2 NW1/4 of Section 27, T-5-N, R-14-W, Faulkner County, Arkansas; more particularly described as: Commencing at the SW corner of said E1/2 NW1/4, said point being the Point of Beginning; thence along the West line of said E1/2 NW1/4 N01°43'54"E 805.13 feet to the SE corner of said Lot 20 Ridgedale Subdivision; thence leaving said West line N87°39'59"W 350.43 feet to the SW corner of said Lot 20, said point being in the centerline of Ridgedale Circle; thence along said centerline N02°19'22"E 284.16 feet; thence continue along said centerline N08°07'50"W 113.68 feet to the NW corner of Lot 19 Ridgedale Subdivision; thence leaving said centerline S87°32'12"E 366.98 feet to the NE corner of said Lot 19, said point being on the West line of said E1/2 NW1/4; thence along said West line N01°43'54"E 895.62 feet; thence leaving said West line S87°17'35"E 531.80 feet; thence N01°19'09"E 20.75 feet; thence S83°22'32"E 794.28 feet to the East line of said E1/2 NW1/4; thence along said East line S01°47'08"W 2075.08 feet to the SE corner of said E1/2 NW1/4; thence leaving said East line, along the South line of said E1/2 NW1/4 N86°44'25"W 1321.47 feet to the Point of Beginning, containing 66.87 acres more or less.

and requests the property to be zoned R1 upon annexation.  
desired zoning classification

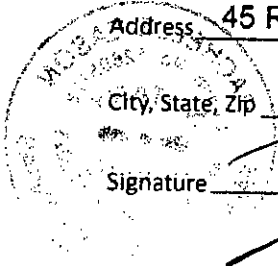
All petitioners must sign

Name Tim Files

Address 45 River Estates Cove

City, State, Zip Little Rock, AR 72223

Signature [Handwritten Signature]





**ARKANSAS  
GIS OFFICE**

**Department of Transformation  
and Shared Services**  
Governor Asa Hutchinson  
Secretary Amy Fecher  
Director Shelby Johnson

November 18, 2020

Ms. Brittany Daniel  
Tyler Group  
Accounts Receivable/Assistant Project Manager  
240 Sykine Drive, Ste 3000  
Conway, AR 72032

RE: City of Conway Annexation Coordination Requirement

Ms. Daniel,

Thank you for coordinating with our office as you seek to annex property into the City of Conway, AR located in Section 27, Township 5 North, Range 14 West. This letter represents confirmation that you have properly coordinated with our office (Arkansas GIS Office) as specified in § 14-40-101 (Act 914 of 2015) of the 90<sup>th</sup> General Assembly.

Our office will wait completion of any additional steps necessary for the proposed boundary change, which normally comes from the Arkansas Secretary of State Elections Division after any appropriate filing by your County Clerk.

Thank you,

Jennifer Wheeler, GIS Analyst

Attachments:  
GIS Office Map of Proposed Annexation  
Legal Description  
Secretary of State Municipal Change Checklist

H:\City\_Annexations\Cities\Conway\20201118\Doc\20201118\_Conway\_Annexation\_Coordination\_Letter.docx

**FILED**

DEC 07 2020

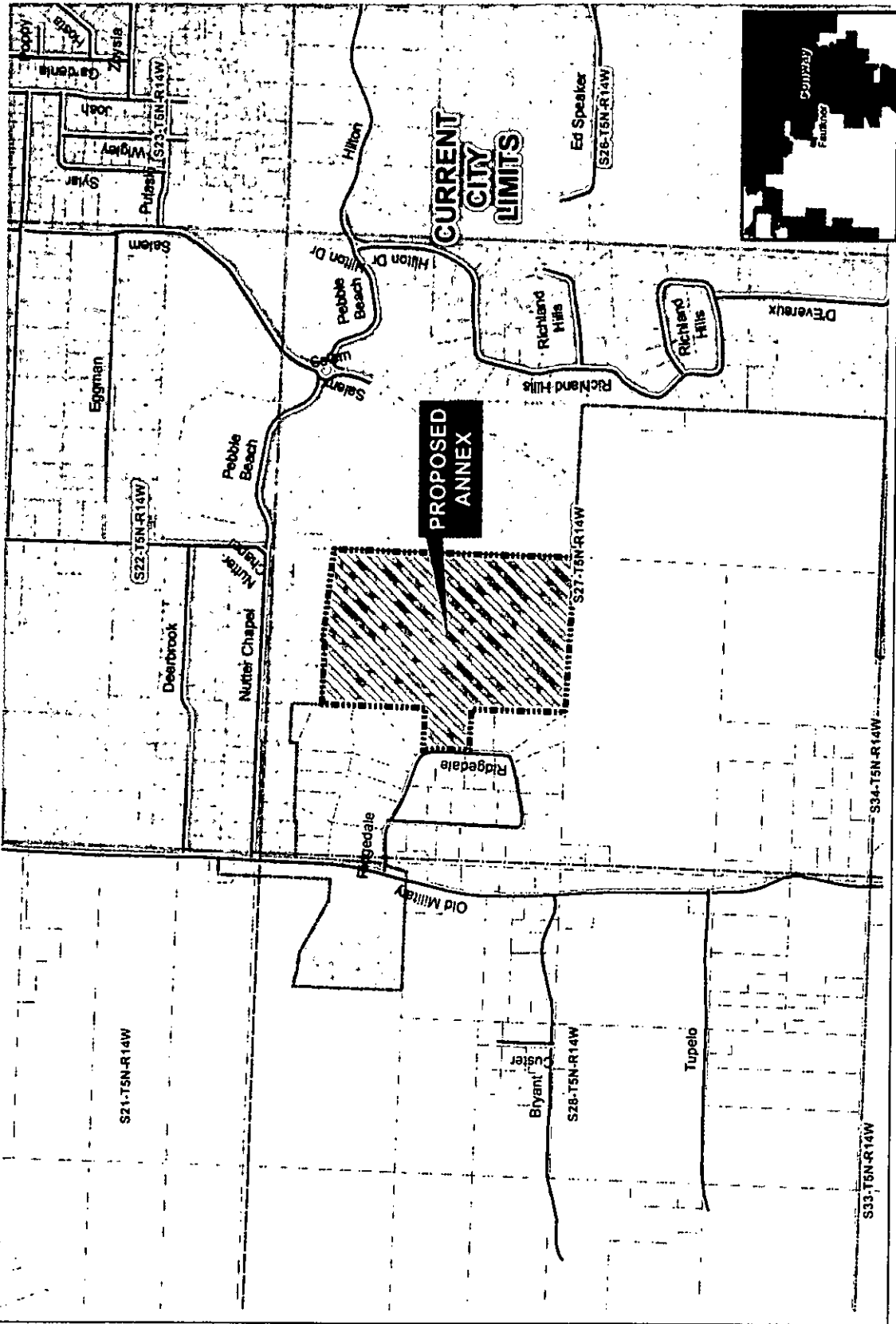
MARGARET DARTER  
FAULKNER COUNTY CLERK  
BY: *Amelia* DC  
CC-20-12



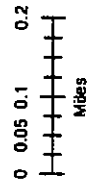
Proposed Annex: City of Conway  
November 2020

City: Conway  
Mayor: Bart Castleberry

Arkansas Code 14-40-101.  
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.  
The map contained herein, in evidence, the entity has met requirements of Act 914 of 2015



- Proposed Annex
- Current City Limits
- Highway
- Major Road
- Existing City



**Margaret Darter**  
CLERK OF THE COUNTY & PROBATE COURTS  
FAULKNER COUNTY

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801 Locust Avenue \* Conway, AR 72034  
(501) 450-4909 \* FAX (501) 450-4938§  
[Margaret.darter@faulknercounty.org](mailto:Margaret.darter@faulknercounty.org)

April 6, 2021

Secretary of State  
Attn: Annexation  
State Capitol  
500 Woodlane St., Suite 256  
Little Rock, AR 72201

Director Tax Division  
P.O. Box 8021  
Little Rock, AR 72203-8021

Re: Faulkner County Annexations CC-20-11  
Annexation City of Conway

To whom it may concern:

Pursuant to A.C.A. § 14-40-609, enclosed herein are certified copies of the Orders of the Court, the Ordinances and plats of the territory annexed in Faulkner County regarding the above-referenced matter.

Sincerely,

  
Margaret Darter

CC: Jennifer Wheeler, GIS Office  
Krissy Lewis, Assessor Office  
Shelia Bellott, OEM Office

Clerk's Certificate

STATE OF ARKANSAS  
COUNTY OF FAULKNER

I, Margaret Darter, County Clerk of Faulkner County, Arkansas, do hereby certify that the foregoing pleadings are a true and correct copy of the original documents filed in my case in Case Number CC-20-11

Witness my hand and seal as such Clerk on this 6th day of April, 2021.

MARGARET DARTER  
FAULKNER COUNTY CLERK

By Margaret Darter D.C.

