

SOUTH TALLAPOOSA COUNTY AIRPORT AND INDUSTRIAL AUTHORITY

Tallapoosa County, Alabama

RESOLUTION 2026-08

RESOLUTION ADOPTING A RECORDS ACCESS POLICY

WHEREAS, the **South Tallapoosa County Airport and Industrial Authority** (the “Authority”) is a public body created pursuant to the laws of the State of Alabama; and

WHEREAS, records created or maintained by the Authority constitute public records subject to inspection in accordance with the **Alabama Open Records Act**; and

WHEREAS, the Board of Directors desires to establish a clear and orderly process for the inspection and copying of Authority records while ensuring the continued efficient operation of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the **South Tallapoosa County Airport and Industrial Authority** as follows:

Section 1 — Public Records

Records created or maintained by the Authority in connection with its official business shall be considered public records and shall be available for inspection in accordance with applicable Alabama law, except where such records are exempt from disclosure.

Section 2 — Records Custodian

The **Secretary of the Authority** is hereby designated as the official custodian of Authority records and shall be responsible for coordinating responses to requests for inspection of Authority records.

Section 3 — Requests for Records

Requests to inspect Authority records should be made to the Secretary of the Authority. The Authority may require that requests be submitted in writing to properly identify the records being requested.

Section 4 — Inspection of Records

Records shall be made available for inspection at reasonable times during normal business hours at a location designated by the Authority, subject to reasonable administrative procedures necessary to protect the integrity and organization of Authority records.

Section 5 — Copies of Records

The Authority may charge reasonable fees for copies of records to recover the cost of reproduction.

Section 6 — Exempt Records

Nothing in this policy shall require disclosure of records that are exempt from public disclosure under Alabama law.

Section 7 — Effective Date

This Resolution shall take effect immediately upon adoption.

ADOPTED this _____ day of _____, 2026.

Chairman

Patrick Taylor

Secretary

Kathy Gaylor