



MEETING REQUEST FORM

Meeting Date Requested: June 3, 2025	Contact Phone and E-mail: 307-352-6880 / dbrubaker@flyrks.com
Presenters Name, Title and Name of Organization: Devon Brubaker, Airport Director, Southwest Wyoming Regional Airport	Exact Wording for Agenda: 10:20 - Federal Aviation Administration Airport Improvement Program (AIP) Agreement For Transfer of Entitlements
Preference of Placement on Agenda & Amount of Time Requested for Presentation: Anytime - Concurrent with 2nd Topic related to Airport Update. This item should only take about 5 minutes.	Will there be handouts? (If yes, include with meeting request form) No
Will handouts require SIGNATURES? No SHOULD THE ITEM BE MARKED CONFIDENTIAL? No	If you are submitting a Resolution or Proclamation, please forward in Word format to: shoemakers@sweetwatercountywy.gov
Additional Information: This transfer of our FY2025 AIP entitlements to the Sheridan County Airport essentially repays them after they transferred their FY24 AIP entitlements to us for the Commercial Terminal Project. We will have a similar transfer for our FY26 entitlements to the Laramie Regional Airport next year. Chairman West has already received the attached document for digital signature. Once approved and the Chairman signs it, the Deputy County Attorney, John Deleon will receive it via email for digital signature.	
Attachments: FY25 RKS to SHR Transfer Agreement Package - unsigned.pdf	

INSTRUCTIONS:

- All requests to be added to the agenda, along with handouts and original documents to be signed, must be submitted in writing on the “Meeting Request Form” by Tuesday at 10:00 a.m. prior to the scheduled meeting and returned in person or electronically to Administrative Assistant Sally

Shoemaker at: shoemakers@sweetwatercountywy.gov

*****If your handout is not accompanied with the request, your request may be dismissed and you may reschedule for the next meeting provided the handout(s) are received.*****

- If you are presenting a **Resolution or Proclamation**, it must be submitted in Word Format and emailed to: shoemakers@sweetwatercountywy.gov
- As always, if you are unable to attend the meeting after being placed onto an agenda, please send a representative in your place or your item may be rescheduled.
- In order to determine placement on the agenda, please review the county website sweetwatercountywy.gov on Thursday afternoon by clicking “Commissioner's Agenda”.
- If a request to be placed on an agenda is received **AFTER** the deadline, you will be considered for the next meeting date.

The Board of County Commissioners meets in regular session the first and third Tuesday of every month.

The meetings are open and the public is invited to attend.

The meetings are held in the commission meeting room:

80 West Flaming Gorge Way

Meeting Room #115

Green River, Wyoming

[FY25 RKS to SHR Transfer Agreement Package - unsigned.pdf](#)