



MEETING REQUEST FORM

Meeting Date Requested: April 21, 2026	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: 11:40- SW WY Regional Airport AIP Entitlement Transfer Agreements
Preference of Placement on Agenda & Amount of Time Requested for Presentation: 10 minutes, No preference on schedule.	Will there be handouts? (If yes, include with meeting request form) Yes
Will handouts require SIGNATURES? Yes 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:

These transfers are administrative in nature only. Sheridan and Laramie transferred their prior year entitlements to us for the terminal project. These transfers are simply transferring our FY2026 entitlements to Sheridan and Laramie to “repay” them. No money will actually transfer between the parties. This is all done by the FAA. This is the final round of transfers related to this project. Due to missing the deadline for the County Commission Meeting next week (and likely the City Meeting as well), I will request time on both agendas for the April 21st meetings. The Airport Board will consider these at their April 15th Board Meeting. I have verified that these timelines work for the FAA.

As a reminder, these documents will be distributed for e-signatures by the FAA in the following order:

1. Airport Board
 1. Jim Wamsley
 2. George Lemich
2. County Commission
 1. Keaton West
 2. John Deleon
3. City of Rock Springs
 1. Max Mickelson
 2. Rick Beckwith

Once approved by the respective governing bodies, and you have the e-signature request in your inbox, please execute as quickly as possible.

Attachments:

[FY26 RKS to LAR Transfer Agreement- unsigned.pdf](#)

[FY26 RKS to SHR Transfer Agreement-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

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