ST. LOUIS LAMBERT INTERNATIONAL AIRPORT

August 7, 2026

Board of Estimate & Apportionment
ATTENTION: Ben Johnson
Room 200 – City Hall
1200 Market Street
St. Louis, Missouri 63103

Dear Board Members:

In accordance with Article XV, Section 2 of the St. Louis City Charter, the Airport Director requests authorization to destroy the attached records that have reached their retention period for disposal. All records listed are from various Airport departments and are eligible for destruction in accordance with the State Of Missouri record retention requirements.

Each line on the attachment provides the corresponding retention policy number.

Thank you for your assistance in this matter.

Respectfully,

Rhonda Hamm-Niebruegge
Director of Airports

APPROVED BY:

City Counselor

APPROVED BY:

Comptroller 10/7/26

ST. LOUIS LAMBERT INTERNATIONAL AIRPORT

MEMORANDUM

TO: ASSOCIATE CITY COUNSELOR
Attn: Barbara Birkicht

ROOM: 314

Subject: **Destruction of Records/Managed by Materials Management-Airport**

Attached are records for Destruction. All of the Retention Records numbers are attached. All of the approvals are also attached. When this documentation has been approved and signed, please return via inter-office mail or email. VLRhymes@flystl.com & AirportCentralStoresOffice@flystl.com

Thank you for your assistance,

Tina M. Graves

Tina M. Graves
Procurement Purchasing Manager II

cc: TMG/VLR

AUTHORIZATION FOR DESTRUCTION OF RECORDS

The Comptroller and the City Counselor, as indicated by affixing their respective signatures below, hereby certify pursuant to Article XV, Section 2, of the Charter of the City of St. Louis, that the records identified on the attached are useless and may lawfully be approved for destruction by the Board of Estimate and Apportionment of the City of St. Louis.

10/7/26

Comptroller

City Counselor

ST. LOUIS LAMBERT INTERNATIONAL AIRPORT.

MEMORANDUM

To: Antonio Strong AS

From: Tina M. Graves

Date: August 7, 2026

Subject: **DESTRUCTION OF RECORDS/Managed by Materials Management-Airport**

Attached for your review is a Declaration of Records that have reached the retention date for destruction. Please initial by YOUR name for approval of the attached list. Kindly forward to the Director for approval/signature. Upon receipt of the Director's approval/signature, please return to Materials Management. We will send the complete package to Ben Johnson whom will forward it to the Board of E&A c/o: Chrystal Hurst who will return the complete package to Materials Management once it has been approved.

Thanks for your assistance.

Tina M. Graves

Tina M. Graves
Procurement Purchasing Manager II

TMG/AMH

Dept	Record Retention	Destroy Date	Description	Number of boxes	Airport Stock Number
72	GS 023	26-Jan-26	1991-1997 CAP IMPROVE PROJECTS	1	0072CP0001
72	GS 023	26-Jan-26	1991-1997 CAP IMPROVE PROJECTS	1	0072CP0002
72	GS028	12-Feb-26	2007-2009 ATTENDANCE/PAYROLL	1	0072TA0004
72	GS028	12-Feb-26	2006 ATTENDANCE/PAYROLL RECORDS	1	0072TA0005
85	GS026	09-May-25	ARREST SUMMONS (K2)	1	0085AS0001
85	1510	03-Jan-25	MISC ARCHIVE BADGE FILES (M2)	1	0085SE0531
85	1510	27-Jan-25	ARCHIVE BADGE FILES (M2)	1	0085SE0532
85	1510	27-Jan-25	ARCHIVE BADGE FILES (M2)	1	0085SE0533
85	1510	27-Jan-25	ARCHIVE BADGE FILES (M2)	1	0085SE0534
85	1510	27-Jan-25	ARCHIVE BADGE FILES (M2)	1	0085SE0535
85	1510	12-Feb-25	ARCHIVE BADGE FILES (M2)	1	0085SE0536
85	1510	12-Feb-25	ARCHIVE BADGE FILES (M2)	1	0085SE0537
85	1510	12-Feb-25	ARCHIVE BADGE FILES (M2)	1	0085SE0538
85	1510	12-Feb-25	ARCHIVE BADGE FILES (M2)	1	0085SE0539
85	1510	17-Mar-25	ARCHIVED EMPLOYEE BADGE (L2)	1	0085SE0540
85	1510	17-Mar-25	ARCHIVED EMPLOYEE BADGE (L2)	1	0085SE0541
85	1510	17-Mar-25	ARCHIVED EMPLOYEE BADGE (L2)	1	0085SE0542
85	1510	17-Mar-25	ARCHIVED EMPLOYEE BADGE (L2)	1	0085SE0543
85	1510	17-Mar-25	ARCHIVED EMPLOYEE BADGE (L2)	1	0085SE0544
85	1510	17-Mar-25	ARCHIVED EMPLOYEE BADGE (L2)	1	0085SE0545
85	1510	20-Apr-25	ARCHIVE EMPL BADGE FILES (L2)	1	0085SE0546
85	1510	20-Apr-25	ARCHIVE EMPL BADGE FILES (L2)	1	0085SE0547
85	1510	20-Apr-25	ARCHIVE EMPL BADGE FILES (L2)	1	0085SE0548
85	1510	20-Apr-25	ARCHIVE EMPL BADGE FILES (L2)	1	0085SE0549
85	1510	08-May-25	ARCHIVE EMPL BADGE FILES (L2)	1	0085SE0550
85	1510	08-May-25	ARCHIVE EMPL BADGE FILES (L2)	1	0085SE0551
85	1510	08-May-25	ARCHIVE EMPL BADGE FILES (L2)	1	0085SE0552
85	1510	08-May-25	ARCHIVE EMPL BADGE FILES (L2)	1	0085SE0553
85	1510	01-Jul-25	ARCHIVED EMPL BADGE (M2)	1	0085SE0554

85	1510	01-Jul-25	ARCHIVED EMPL BADGE (M2)	1	0085SE0555
85	1510	01-Jul-25	ARCHIVED EMPL BADGE (M2)	1	0085SE0556
85	1510	01-Jul-25	ARCHIVED EMPL BADGE (M2)	1	0085SE0557
85	1510	24-Jul-25	ARCHIVED EMPL BADGE (M3)	1	0085SE0558
85	1510	01-Jul-25	ARCHIVED EMPL BADGE (M3)	1	0085SE0559
85	1510	01-Jul-25	ARCHIVED EMPL BADGE (M3)	1	0085SE0560
85	1510	01-Jul-25	ARCHIVED EMPL BADGE (M3)	1	0085SE0561
85	1510	12-Aug-25	ARCHIVED EMP BADGES FILE (M3)	1	0085SE0562
85	1510	12-Aug-25	ARCHIVED EMP BADGES FILE (M3)	1	0085SE0563
85	1510	12-Aug-25	ARCHIVED EMP BADGES FILE (M3)	1	0085SE0564
85	1510	12-Aug-25	ARCHIVED EMP BADGES FILE (M3)	1	0085SE0565
85	1510	14-Sep-25	ARCHIVED EMPL BADGES (M2)	1	0085SE0566
85	1510	14-Sep-25	ARCHIVED EMPL BADGES (M2)	1	0085SE0567
85	1510	14-Sep-25	ARCHIVED EMPL BADGES (M2)	1	0085SE0568
85	1510	14-Sep-25	ARCHIVED EMPL BADGES (M2)	1	0085SE0569
85	1510	14-Sep-25	ARCHIVED EMPL BADGES (M2)	1	0085SE0570
85	1510	26-Oct-25	ARCHIVED EMPL BADGES (M3)	1	0085SE0571
85	1510	26-Oct-25	ARCHIVED EMPL BADGES (M3)	1	0085SE0572
85	1510	26-Oct-25	ARCHIVED EMPL BADGES (M3)	1	0085SE0573
85	1510	26-Oct-25	ARCHIVED EMPL BADGES (M3)	1	0085SE0574
85	1510	26-Oct-25	ARCHIVED EMPL BADGES (M3)	1	0085SE0575
85	1510	18-Nov-25	ARCHIVED EMPL BADGE (M3)	1	0085SE0576
85	1510	18-Nov-25	ARCHIVED EMPL BADGE (M3)	1	0085SE0577
85	1510	18-Nov-25	ARCHIVED EMPL BADGE (M3)	1	0085SE0578
85	1510	18-Nov-25	ARCHIVED EMPL BADGE (M3)	1	0085SE0579
85	1510	18-Nov-25	ARCHIVED EMPL BADGE (M3)	1	0085SE0580
85	1510	18-Nov-25	ARCHIVED EMPL BADGE (M3)	1	0085SE0581
85	1510	20-Dec-25	ARCHIVED EMPL BADGING (M4)	1	0085SE0582
85	1510	10-Dec-25	ARCHIVED EMPL BADGING (M4)	1	0085SE0583
85	1510	10-Dec-25	ARCHIVED EMPL BADGING (M4)	1	0085SE0584

85	1510	10-Dec-25	ARCHIVED EMPL BADGING (M4)	1	0085SE0585
85	1510	10-Dec-25	ARCHIVED EMPL BADGING (M4)	1	0085SE0586
85	1510	10-Dec-25	ARCHIVED EMPL BADGING (M4)	1	0085SE0587
85	1510	10-Dec-25	ARCHIVED EMPL BADGING (M4)	1	0085SE0588
85	1510	14-Jan-26	ARCHIVED EMPL BADGE (M3)	1	0085SE0589
85	1510	14-Jan-26	ARCHIVED EMPL BADGE (M3)	1	0085SE0590
85	1510	14-Jan-26	ARCHIVED EMPL BADGE (M3)	1	0085SE0591
85	1510	14-Jan-26	ARCHIVED EMPL BADGE (M3)	1	0085SE0592
85	1510	14-Jan-26	ARCHIVED EMPL BADGE (M3)	1	0085SE0593
85	1510	22-Feb-26	ARCHIVED EMPL BADGE (L2)	1	0085SE0594
85	1510	22-Feb-26	ARCHIVED EMPL BADGE (L2)	1	0085SE0595
85	1510	22-Feb-26	ARCHIVED EMPL BADGE (L2)	1	0085SE0596
85	1510	22-Feb-26	ARCHIVED EMPL BADGE (L2)	1	0085SE0597
85	1510	22-Feb-26	ARCHIVED EMPL BADGE (L2)	1	0085SE0598
85	1510	22-Feb-26	ARCHIVED EMPL BADGE (L2)	1	0085SE0599
85	1511	09-Jun-25	VEHICLE RECS 2005 (L2)	1	0085VR0001
87	1510	22-Nov-24	ARCHIVED BADGE FILES (J3)	1	0087AB0005
87	1510	22-Nov-24	ARCHIVED BADGE FILES (J3)	1	0087AB0006
87	1510	22-Nov-24	ARCHIVED BADGE FILES (J3)	1	0087AB0007
87	1510	22-Nov-24	ARCHIVED BADGE FILES (J3)	1	0087AB0008
87	1510	27-Dec-24	ARCHIVED BADGE FILES (J3)	1	0087AB0009
87	1510	27-Dec-24	ARCHIVED BADGE FILES (J3)	1	0087AB0010
87	1510	27-Dec-24	ARCHIVED BADGE FILES (J3)	1	0087AB0011
87	1510	27-Dec-24	ARCHIVED BADGE FILES (J3)	1	0087AB0012
87	1510	22-Mar-26	ARCHIVED EMPL BADGE FILE (G3)	1	0087AF0001
87	1510	22-Mar-26	ARCHIVED EMPL BADGE FILE (G3)	1	0087AF0002
87	1510	22-Mar-26	ARCHIVED EMPL BADGE FILE (G3)	1	0087AF0003
87	1510	22-Mar-26	ARCHIVED EMPL BADGE FILE (G3)	1	0087AF0004
87	1510	22-Mar-26	ARCHIVED EMPL BADGE FILE (G3)	1	0087AF0005
87	1510	22-Mar-26	ARCHIVED EMPL BADGE FILE (G3)	1	0087AF0006

87	1510	22-Mar-26	ARCHIVED EMPL BADGE FILE (G3)	1	0087AF0007
87	1510	22-Mar-26	ARCHIVED EMPL BADGE FILE (G3)	1	0087AF0008
87	1510	27-Apr-26	ARCHIVED FILES (H1)	1	0087AF0009
87	1510	27-Apr-26	ARCHIVED FILES (H1)	1	0087AF0010
87	1510	27-Apr-26	ARCHIVED FILES (H1)	1	0087AF0011
87	1510	27-Apr-26	ARCHIVED FILES (H1)	1	0087AF0012
87	1510	27-Apr-26	ARCHIVED FILES (H1)	1	0087AF0013
87	1510	27-Apr-26	ARCHIVED FILES (H1)	1	0087AF0014
87	1510	27-Apr-26	ARCHIVED FILES (H1)	1	0087AF0015
87	1510	13-May-26	ARCHIVED FILES (H3)	1	0087AF0016
87	1510	13-May-26	ARCHIVED FILES (H3)	1	0087AF0017
87	1510	13-May-26	ARCHIVED FILES (H3)	0	0087AF0018
87	1510	13-May-26	ARCHIVED FILES (H3)	1	0087AF0019
87	1510	13-May-26	ARCHIVED FILES (H3)	1	0087AF0020
87	1510	13-May-26	ARCHIVED FILES (H3)	1	0087AF0021
87	1510	13-May-26	ARCHIVED FILES (H3)	1	0087AF0022
87	1510	29-Jun-26	ARCHIVE EMP BADGE FILES (H3)	1	0087AF0023
87	1510	29-Jun-26	ARCHIVE EMP BADGE FILES (H3)	1	0087AF0024
87	1510	29-Jun-26	ARCHIVE EMP BADGE FILES (H3)	1	0087AF0025
87	1510	29-Jun-26	ARCHIVE EMP BADGE FILES (H3)	1	0087AF0026
87	1510	30-Jul-26	ARCHIVED EMPL FILES (G2)	1	0087AF0027
87	1510	30-Jul-26	ARCHIVED EMPL FILES (G2)	1	0087AF0028
87	1510	30-Jul-26	ARCHIVED EMPL FILES (G2)	1	0087AF0029
87	1510	30-Jul-26	ARCHIVED EMPL FILES (G2)	1	0087AF0030
87	G2	26-Jul-26	ARCHIVED EMPL FILES (G2)	1	0087AF0031
87	1510	16-Feb-26	ARCHIVED EMPL FILES (L2)	1	0087AF0062
87	1510	16-Feb-26	ARCHIVED EMPL FILES (L2)	1	0087AF0063
87	1510	16-Feb-26	ARCHIVED EMPL FILES (L2)	1	0087AF0064
87	1510	16-Feb-26	ARCHIVED EMPL FILES (L2)	1	0087AF0065
94	GS058	01-Jan-25	LEGAL BOX 255	1	0094LD0009

94	GS-058	15-Jun-26	MSD AIG 18/19 (I2)	1	0094MS0001
94	GS-058	15-Jun-26	MSD AIG 18/19 (I2)	1	0094MS0002
94	GS-058	15-Jun-26	MSD AIG 18/19 (I2)	1	0094MS0003
94	GS-060	15-Jun-26	LEASE AGREEMENTS (I2)	1	0094SF0001
94	GS-060	15-Jun-26	LEASE AGREEMENTS (I2)	1	0094SF0002
94	GS-060	15-Jun-26	LEASE AGREEMENTS (I2)	1	0094SF0003
94	GS-060	15-Jun-26	LEASE AGREEMENTS (I2)	1	0094SF0004
94	GS-060	15-Jun-26	LEASE AGREEMENTS (I2)	1	0094SF0005
94	GS-060	15-Jun-26	LEASE AGREEMENTS (I2)	1	0094SF0006
94	GS-060	01-Jan-25	UBER/LYFT 16/-18 (I3)	1	0094UB0001
94	GS-060	01-Jan-25	UBER/LYFT 16/-18 (I3)	1	0094UB0002
94	GS-058	01-Jan-25	WAGNER SUIT 18 (I3)	1	0094WS0001
97	GS093	30-Jun-26	REQ 0002-0236 (G3-G4)	1	0097RQ0009
97	GS093	30-Jun-26	REQ 0237-0417 (G3-G4)	1	0097RQ0010
97	GS093	30-Jun-26	VOUCHER 297872-298256 (G3-G4)	1	0097RQ0011
97	GS093	30-Jun-26	VOUCHER 298257-298671 (G3-G4)	1	0097RQ0012
97	GS093	30-Jun-26	VOUCHER 299100-299498 (G3-G4)	1	0097RQ0014
97	GS093	30-Jun-26	VOUCHER 299500-299899 (G3-G4)	1	0097RQ0015
97	GS093	30-Jun-26	VOUCHER 299900-300239(G3-G4)	1	0097RQ0016
97	GS093	30-Jun-26	VOUCHER 300241-300665(G3-G4)	1	0097RQ0017
97	GS093	30-Jun-26	VOUCHER 300666-301079(G3-G4)	1	0097RQ0018
97	GS093	30-Jun-26	VOUCHER 301082-301499 (G3-G4)	1	0097RQ0019
97	GS093	30-Jun-26	VOUCHER 301500-301899 (G3-G4)	1	0097RQ0020
97	GS093	30-Jun-26	VOUCHER 301900-302299 (G3-G4)	1	0097RQ0021
97	GS093	30-Jun-26	VOUCHER 302300-302699 (G3-G4)	1	0097RQ0022
97	GS093	30-Jun-26	VOUCHER 302700-303099 (G3-G4)	2	0097RQ0023
97	GS093	30-Jun-26	VOUCHER 303100-303566 (G3-G4)	1	0097RQ0024
97	GS093	30-Jun-26	VOUCHER 303567-303999 (G3-G4)	1	0097RQ0025
97	GS093	30-Jun-26	VOUCHER 304421-304799 (G3-G4)	1	0097RQ0026
97	GS093	30-Jun-26	VOUCHER 304800 (G3-G4)	1	0097RQ0027

97	GS093	30-Jun-26	VOUCHER 305200-305393 (G3-G4)	1	0097RQ0028
97	GS093	30-Jun-26	VOUCHER 304000-304420 (G3-G4)	1	0097RQ0029
97	1510	22-Mar-26	ARCHIVED EMPL BADGE FILE (G3)	1	0097VR0450
99	GS062	27-Sep-25	CERTIFICATIONS (K2)	1	0099CA0001
99	GS062	13-Jan-25	2018 REQ & CERT (I3)	1	0099CF0002
99	GS027	13-Jan-25	CLOSED WORK COMP 2003-2008	1	0099CF0003
99	GS027	31-Jan-26	INACTIVE MEDICAL FILES (K2)	1	0099MF0001
99	GS027	31-Jan-26	INACTIVE MEDICAL FILES (K2)	1	0099MF0002
99	GS013	02-May-25	MISC FOLDERS FOR NEW EMPL	1	0099MIC001