

MEMO TO: City Engineer

FROM: Derek Pfeifer, Local Government Engineer *DDP*

DATE: October 29, 2025

SUBJECT: Maintenance Certification

Enclosed is the annual Maintenance Certification for urban federal aid projects for you to sign and return to my office by **December 19, 2025**. This certification states that your city is properly maintaining the projects that had federal aid for construction.

Also, enclosed is a **sample** “Cost Participation, Construction, and Maintenance Agreement” similar to one you have signed for each federal aid construction project (See pages 3 and 4). This does ***not*** need to be returned as it is for your information only.

If you have any questions, please call me at 701-328-4408.

38/sh/ss
Enclosures