

TO: Mayor Dahlquist
City Council

FROM: Christine Howe, Grants Manager - Planning & Development Services Department
Cary Rhodes, Outdoor Recreation Manager – Parks & Recreation Department

DATE: Meeting of August 6, 2026

RE: Ifft Foundation Fund Application for Upper City Creek Trail Project

The City seeks a \$10,000 Ifft Foundation Fund grant for the Upper City Creek Trail Project. This project serves as the next phase in the Upper City Creek trailhead project. Specifically, the Ifft Fund grant will construct beginner and adaptive mountain biking trails in City Creek along with a skills loop with constructed technical features for practice.

The project builds off of previous phases of the Upper City Creek trailhead project which have seen the installation of a vault toilet and will undergo parking lot renovations in 2026, as funded through previous grants and donations. The Ifft Foundation Funding would provide a key resource to ensure the recent trailhead upgrades lead to more access and enhanced recreation for users of all ages and abilities. The trails will be optimized for mountain biking but will also be open to other non-motorized use. The trails will originate from the new Upper City Creek trailhead, and the skills loop will be adjacent to the trailhead. This new beginner trail system and adaptive trail system will provide for expanded use and access for community members particularly those new to mountain biking, new to the trail use, younger riders participating in community riding groups, and those with mobility impairments who use adaptive cycling.

City Council may wish to approve submission of the Ifft Foundation Fund grant for a total request of \$10,000. There is no required match, however, it is anticipated \$3,367.00 in volunteer and staff labor will be provided to support this project. If you have questions or would like more information, please do not hesitate to contact me at chowe@pocatello.gov or 208-234-6186.

MEMORANDUM

TO: City Council and Mayor
FROM: Brian Trammell, Deputy City Attorney 
DATE: July 24, 2026
RE: Grant Application

I have reviewed the Ifft grant application. I have no legal concerns with the Council's approval of the grant application or the authorization of the Mayor to sign it.

Please let me know if you have any questions or concerns.

Ifft Foundation Fund (Fall 2026) 2026 Application
Due Date: 8/15/2026 11:59 PM America/Denver

About the Ifft Foundation Fund:

Sara Ifft and her late husband, Nicholas Ifft III, established the Ifft Foundation Trust in October 1984. Nick, his father and his grandfather were engaged in the newspaper publishing business for more than a century. The Ifft family newspaper enterprises benefited from the loyalty of its readers, so it was Nick and Sara's desire to return some of those benefits to the communities of southeastern Idaho. In June 2001, the Ifft Foundation's assets became an advised fund in the Idaho Community Foundation (ICF).

Eligibility for Funding Consideration:

Grants are limited to 501(c)(3) public charities, governmental agencies, or public educational institutions whose activities will benefit the following Southeastern Idaho counties: Bannock, Bear Lake, Bingham, Caribou, Franklin, Oneida, and Power.

The advisors to the Fund will consider grant requests for activities and projects that:

- Benefit community beautification and public recreation in Southeastern Idaho, with primary emphasis on landscaping and beautification projects.
- Benefit education, history, and the arts in Southeastern Idaho.
- Improve the quality of public life in Southeastern Idaho.

Proposals Ineligible for Funding:

- Projects that benefit a private individual,
- Projects located on private property,
- Requests for salaries, benefits, operating expenses, or general organizational budget items,
- Requests for funds to be used to purchase property,
- Fee based services such as administrative, professional, architectural, or consulting fees,
- Printing or development of written informational materials such as brochures, booklets, leaflets, etc.,
- Funding requests from private schools and churches,
- Public school program or equipment funding except for landscaping and public use auditorium improvements.

Grant Reporting:

If awarded a grant, an End of Grant Report is due by August 15th following the year awarded.

Questions?

Please email Grants@idahocf.org or call (208) 342-3535.

Contact

ICF Grants

<https://www.idahocf.org/docs/grants/Ifft-Guidelines.pdf>

City of Pocatello Ifft Foundation Fund Grant Application

Organization and Contact Info

Pocatello Parks and Recreation – Outdoor Recreation Division

Please review the "Organization Profile" tab on this website. If you would like to update organization contact information or have any questions, please email applicantportal@idahocf.org.

Primary contact for Application

First Name* Last Name*

Cary Rhodes

Job Title* Preferred Email Address*

Outdoor Recreation Manager, cary.rhodes@pocatello.gov

Preferred Phone Number*

Please follow example phone number formatting.
208-705-5764

Physical/Mailing Address*

144 Wilson Ave.
Pocatello

City* State*

ID

Zip Code*

83201

Organization Contact's First Name Organization Contact's Last Name

Christine Howe

Organization Contact's Job Title

Grants Manager

Organization Contact's Email Address

chowe@pocatello.gov

Organization Contact's Preferred Phone

Please follow example phone number formatting.
208-234-6186

Organization Overview

Please state your organization's operating budget total for the current fiscal year. For most organizations, this will include all activities and programs. If your organization is a school district, please use your district operating budget. If your organization is a school, please use your school operating budget. If you are unsure of what operating budget to use, please contact ICF at (208) 342-3535 or grants@idahocf.org.*

City of Pocatello (total operating budget) - \$161,827,149

- Outdoor Recreation Division - \$418,203
- Rec Fund - \$3,914,072
- Parks & Recreation Total - \$8,565,922

How many individuals do you serve annually?*

Annually the Outdoor Recreation Division for the City of Pocatello's Parks & Recreation Department serves approximately 7,000 individuals through programming and has an additional 7,000 visits to the Nordic Center. There are countless individuals served at other facilities that are managed by Outdoor Recreation that cannot be quantified as these are open, public spaces that the community uses for daily recreation. This includes: Ross Park climbing area, disc golf courses, and the trails located in the City Creek Land Management Area (City Creek) which includes both the West and East benches of the City's open space areas and accounts for over 3,000 acres of city-owned property including over 50 miles of trails. In the City's recently adopted Parks, Recreation, Open Space and Trails Plan (PROST), a statistically validated community feedback survey revealed that 65% of people indicated that they have visited City Creek trails in the previous year. This equates to over 38,000 users when calculated as a percentage of the total population.

What is your organization's mission statement? If your organization does not have a mission statement, provide a brief overview of your organization and its primary objectives.*

The Parks and Recreation Department strives to serve the Pocatello community with quality recreation programs, well-maintained Parks, trails, and beautiful open spaces. Our goal is to help provide opportunities, activities and the facilities to bring pleasure to people's lives. Our Parks serve as a source of great community pride, and we are firm believers in the benefits recreation brings to both the years in one's life and the life in those years. Often people don't realize what a vital role Parks and Recreation plays in the quality of their lives. Our aim is to help the community make the connection between vital and happy lifestyles and parks and recreation.

List the names of the organization's Board of Directors.*

City of Pocatello City Council Members: Dakota Bates, Cory Mangum, Brent Nichols, Hayden Paulson, Ann Swanson, Stacy Satterfield

Mayor, Mark Dahlquist

Project Overview

This project will construct beginner and adaptive mountain biking trails in City Creek along with a skills loop with constructed technical features for practice. The trails will be optimized for mountain biking but will also be open to other non-motorized use. The trails will originate from the new Upper City Creek trailhead and the skills loop will be adjacent to the trailhead. Specifically, this new beginner trail system and adaptive trail system will provide for expanded use and access for community members particularly those new to mountain biking, new to the trail use, younger riders participating in community riding groups, and those with mobility impairments who use adaptive cycles. The project builds off of previous phases of the Upper City Creek trailhead project which have seen the recent installation of a vault toilet and are scheduled to undergo parking lot renovations in late summer/fall of 2026, as funded through previous grants and donations. The Ifft Foundation Funding would provide a key resource to ensure that the recent trailhead upgrades lead to more access and enhanced recreation for users of all ages and abilities. As noted, there is a high demand for trail use and improvements to the trailhead access points. The Ifft Foundation Funding would provide improved access that would make the Upper City Creek trailhead a welcoming accessible location for trail users of all ages and abilities. The other trailhead entry points to the West Bench of City Creek have limitations on the improvements that can be made due to land ownership constraints. The Upper City Creek trailhead improvements will create a primary trail access area that will include necessary amenities (restroom, pavilion, benches, water) and trail ratings that are more welcoming for users. This improved trailhead will be a boon for local users and visitors alike.

Complete the following sentence. If my organization is awarded a grant, the funds will be used to... (For example: "Purchase planter boxes, flowers, and plants to beautify the downtown area.")*
construct new beginner and adaptive mountain bike trails and a skills loop at the Upper City Creek trailhead.

What is the total budget for project?* \$13,367 (including \$3367 in staff and volunteer in-kind labor)

What amount are you requesting from the Idaho Community Foundation?*
\$10,000

Select the primary county served by this project.*
Bannock

Select the Impact Area you believe most closely matches this project.*
Benefit community beautification and public recreation in Southeastern Idaho, with primary emphasis on landscaping and beautification projects.

Please describe your project, including: An explanation of need for the project;
This project will expand the City Creek trail system by adding purpose-built beginner trails that will also be suitable for adaptive trail mountain bikes located near the new Upper City Creek trailhead. The existing trail network is dominated by steep, challenging routes that can be intimidating or

inaccessible to new riders. Community members have repeatedly expressed a desire for easier options that allow beginners and families to participate more comfortably. These new trails will serve a broader population and be accessible for all users. To create a more welcoming and accessible system, this project proposes constructing new beginner-friendly loop trails with gentle grades situated close to the new trailhead for convenient access. The trail width, design, and lower grades will accommodate adaptive trail use. In addition, the project includes a new skills loop adjacent to the trailhead, featuring small-scale, progressive features where beginners can safely develop foundational technical skills before progressing to more advanced trails. This will expand recreating opportunities and complement the new trailhead upgrades, which will serve as a primary trail access point into the City Creek trail system.

The anticipated accomplishments/outcomes of the project;

- Construction of beginner and adaptive mountain bike trails
- Construction of skills loop with bike features
- Improved and expanded access to the City Creek trail system for users of all ages and abilities

How many members of your community will be helped by the project; When you expect to complete this project.

Please provide your response here:*

As noted, it is challenging to quantify how many users will be directly helped by the project. However, it can be anticipated that several thousand users who access the trails at the Upper City Creek location will benefit from the new trailhead, skills loop, and beginner friendly system. The project is anticipated to be completed within 3 months of grant award pending weather and ability to conduct the required trail work.

Please provide an itemized list of expenditures related to this project. The “Total Budget” dollar value should match the “Total Budget” you reported in the Proposal Narrative section.*

Professional Trail Builder	\$5,000.00			Professional Trail Builder will build up to 2 miles of trail
Beginner Loop Finish Work		\$181.25		PVTA Volunteer Work (match)
Skills Loop Installation		\$3,186.45		City of Pocatello Outdoor Rec Staff Time \$2823.95;
Skill Features	\$5,000.00			PVTA Volunteer Work \$362.50 (match)
				Parks Equipment Operator assemble/install features
Total			\$13,367.70	

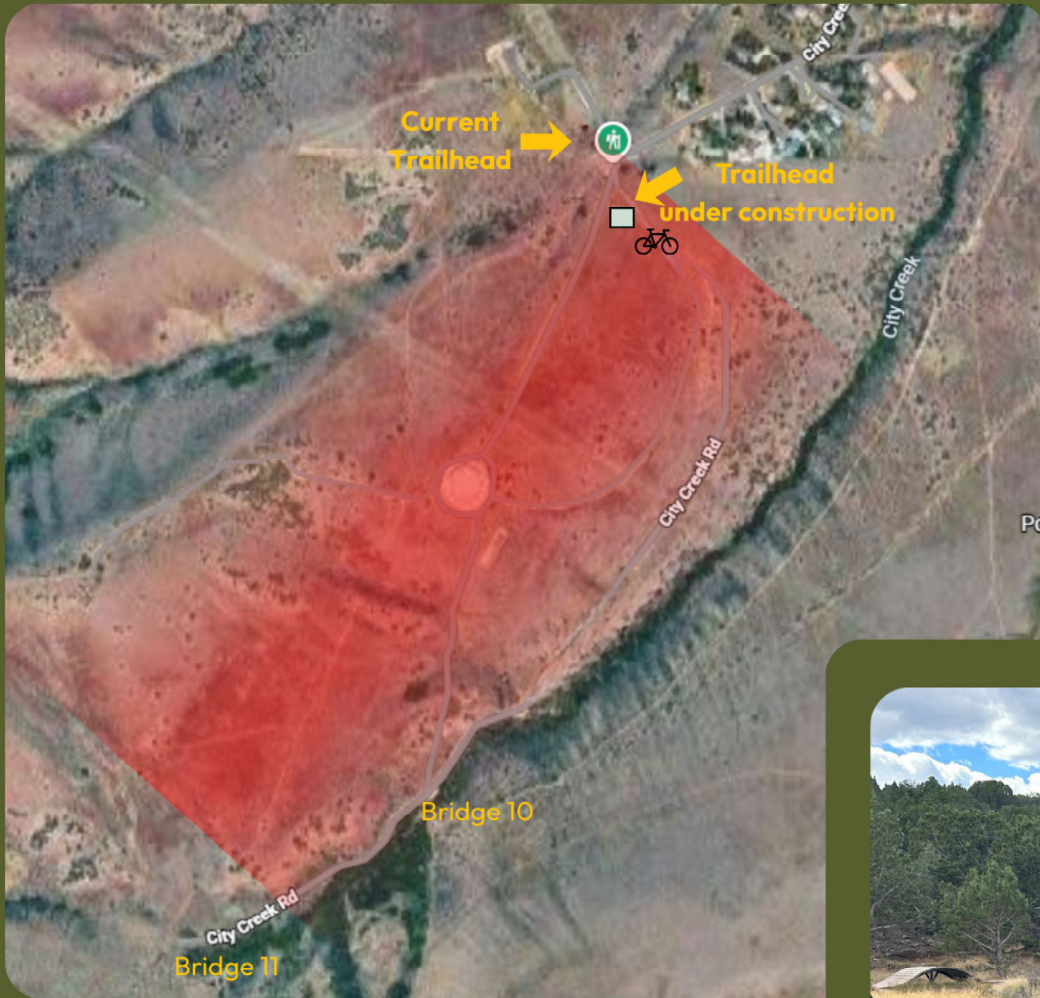
Please briefly describe your annual fundraising efforts including, if available, the percent of revenue you receive from different sources (i.e. individuals, foundations, earned income, etc.).*

As a government agency, we do not conduct fundraising.

Please attach a site photo here. You may upload one file/attachment with a maximum of 3 pages.*

See Attachment A

Proposed Upper City Creek Beginner Trails Area



□ New Trailhead
(Phase 1 completion expected summer 2026)

🚲 Proposed Bike Skills Park

Proposed Beginner Trail Area - combination
of reroutes of existing trail and addition of
new trail (approximately 3 miles total)

Example of Bike Skills Area

