

**Proposal for Year-Round Parking Agreement  
City of Saxman – Cape Fox Tours Vehicle Fleet**

**Project Title:** City of Saxman Parking Lot Lease Agreement

**Purpose:** Cape Fox Tours seeks to establish a year-round lease agreement with the City of Saxman for designated parking spaces to accommodate its vehicle fleet.

**Project Description:** Cape Fox Tours is relocating its fleet of 53 vehicles and requires secure, dedicated parking within Saxman city limits. The fleet consists of the following:

- **29 vans** (approximately 15 feet in length)
- **12 minibuses** (approximately 23 feet in length)
- **12 full-size buses** (approximately 40 feet in length)

The vehicles will require year-round parking, with active operation from April through October. Cape Fox Tours requests parking accommodations within the paved lot behind the Saxman Community Center and an additional designated section near the Dockside property. Details regarding space allocation and layout are provided in Attachment A.

**Opportunity for Partnership:** Cape Fox Tours proposes a mutually beneficial rental agreement for parking lot use. In addition to leasing parking spaces, Cape Fox Tours intends to relocate its fuel purchases to the Three Bears Gas Station in Saxman. Historically, the company has procured fuel—including gasoline, diesel, and propane—from the City of Ketchikan, with an estimated 2024 expenditure of \$130,000.00. Redirecting fuel purchases to Saxman would contribute to the local economy and reinforce a long-term partnership between Cape Fox Tours and the City of Saxman.

**Proposed Terms and Timeline:**

- A formal lease agreement must be finalized by March 1st, 2025, ensuring a seamless transition.
- The lease period will commence no later than April 1st, 2025.
- Parking spaces will be utilized year-round, with vehicle operations concentrated from April through October.

**Conclusion:** Cape Fox Tours is committed to fostering a strong partnership with the City of Saxman through this parking lease agreement. This collaboration will enhance the operational efficiency of Cape Fox Tours while simultaneously generating economic benefits for the City of Saxman. We look forward to discussing this opportunity in greater detail and working together to establish a sustainable agreement.

Attachment A

