



# Friends of China Camp, Inc. (FOCC)

## Operations Report for China Camp State Park Fiscal Year 2015-2016

Since the Operating Agreement between The State of California, Department of Parks and Recreation and Friends of China Camp was activated on July 27, 2012, FOCC has met its contracted financial and stewardship obligations each quarter which resulted in uninterrupted funding for DPR/CSP staffing, general operations and maintenance, protection of the natural and cultural features and expansion of interpretive programs. In November 2013, FOCC entered into a Partnership Financial Contribution and Matching Fund Agreement with the Department of Parks and Recreation which amended previous agreements. Operations and maintenance of Tomales Bay State Park and Olompali State Historical Park continued under CSP management with FOCC/MSPA providing monetary support from donations and matching funds through FY 2015-2016.

FOCC maintained operator status for China Camp State Park in partnership with CSP through the 2015-2016 FY per amendment signed in November 2013.

FOCC is currently negotiating with DPR to enter into a new operational agreement to cover the period from July 1, 2015 to June 30, 2018. (See FOCC Operations Plan for 2015-2016)

### **I. Keeping China Camp State Park open, accessible and thriving**

FOCC's primary goals during the 2011-2012 "Save the Park" campaign were to insure that all the Park facilities would be open to visitors 365 days a year and that these visitors would have the opportunity to experience the exceptional natural and cultural features of China Camp in a well-cared-for environment.

During this fourth fiscal year of the operational contract, all facilities of the park remained open daily.

## **II. Friends of China Camp (FOCC) organization changes**

Due to the increased responsibilities of FOCC as park operator and the size and complexity of its operating budget, changes to the organizational structure were initiated in 2013/2014. These included incorporating with the California Secretary of State to limit the liability of board members, revising and expanding the Bylaws, and filing with the IRS for 501(c)(3) status, adopting new conflict of interest and notice policies (to reflect more common current use of electronic communication). All these changes were intended to make FOCC a more agile organization and one that meets state and federal legal requirements.

FOCC, Inc. received approval of its own 501 (c) (3) status on September 16, 2014. Previously FOCC operated as a subcommittee under the umbrella group Marin State Parks Association (MSPA). While FOCC, Inc. continues as a subcommittee of MSPA for some purposes, all duties, and responsibilities under the operating agreement are now those of FOCC Inc. DPR approval of the amendment to the operating agreement reflecting the change was received on March 25, 2015.

## **III. Revenue Building, Financial Oversight, and Distribution of Funds**

### **a. Improved park use fee collection technology**

The on-going operational costs of running China Camp State Park required the implementation of day-use fees at the Park during FY 2012-2013. As part of FOCC's emphasis on equitable public access, parking and trail use fees continue to remain at the same levels. The processing of Annual Parking and Trail Usage Passes continues to be done on-site in the park office, expediting the receipt of passes for purchasers.

Day-use and parking fees and annual passes continue to be collected via strategically placed VenTek pay-stations that accept both cash and credit cards. The low-revenue pay station previously located at the Miwok Meadows gate, which was moved last FY to the Shoreline trail head by the Ranger Station, has seen a large increase in revenue since the completion of the Shoreline Trail renovations. Passes were also available for purchase at the FOCC website. Iron-rangers were maintained which accept cash and checks. These payment options offer convenient choices to park visitors. Longer hours of operation have resulted in increased park use and funding potential. FOCC is promoting reserved fee-based, day-use opportunities for recreational programs and varied activities.

## **b Financial accountability**

FOCC collaborated closely with CSP and MSPA to insure compatibility among the financial tracking systems using QuickBooks for Non-Profits. To further improve real time financial tracking, QuickBooks On-Line was installed this FY to allow for multi-person access to records simultaneously. FOCC is currently shifting all of its "MSPA-based" accounts and various automatic deposits into those of FOCC, Inc.

The following three levels of funds were overseen during the FY:

- (1) CSP Matching Funds,
- (2) CSP Contingency Funds and
- (3) CCSP Unexpended Revenue and FOCC, Inc. Revenue

### **(1) CSP Matching Funds**

As a result of Legislative Action in the 2012-2013 FY, matching state funds were made available to FOCC with a use-by, or commitment to use-by date of June 30, 2014. By May 2014, FOCC and MSPA had fulfilled all obligations to DPR in cash, volunteer hours and in-kind expenses to secure all the match funds. These matching funds for CCSP totaled \$ 998,764 and were used for, or committed to be used for, the following purposes.

1. CSP Operations and Expenses
2. Restoration of sections of Shoreline Trail to DPR standards

These funds matched generous donations received from the community, including individuals, foundations, other non-profit organizations and businesses as well as credits applied to tens of thousands of hours of volunteer service.

### **(2) CSP Contingency Funds**

According to the operating agreement, cash contribution of \$363,000 from FOCC was kept in a CSP contingency account and not to be used until all match funds are expended. Somehow due to unexpected CSP accounting methods, \$80,000 was used and cannot be reversed. By the end of the 2013-2014 Fiscal Year, it was reported that there was \$283,000 in the account. Financial reporting from CSP during the 2015-2016 FY continued to be challenging. Monthly accounting of CSP expenses had been sporadic and accuracy is questionable. The latest report received showed expenditure of

\$244,335 for the Fiscal Year. That would mean there is \$24,302 left in the accounts.

### **(3) CCSP Unexpended Revenue and FOCC, Inc. Revenue**

During this FY, FOCC funds have continued to pay for porta-jon servicing at Miwok Meadows and the Group Campsite, several replacement picnic tables and barbecue grills and two informational display panels, and a large cache of trail maintenance tools, as well as many other operations expenses.

In addition to these funds, substantial in-kind contributions were received in the form of materials and labor to upgrade the public Village Pier, salvage and berth the historical boat St. Erina, provide additional office furniture for the Natural History Center and Ranger Station, and Map Boxes/Mountain Bike Repair Kits.

At the end of FY 2015-2016, FOCC had net assets of \$ 1,223,453 with \$1,203,607 in cash. We experienced gross income of \$423,115 with \$384,691 in Park Revenue. FOCC total expenses for this FY were \$101,282.

## **IV. Day to Day Operational Functions**

Regular California State Parks CSP/FOCC operational meetings and working group meetings were held to share information, resolve issues and make decision regarding day to day operations

### **a. Collaboration and Division of Duties between FOCC and CSP**

Operating the Park under the terms of the operational contract between DPR and FOCC has been a new experience for both entities and required ongoing clarification of duties and procedures and establishment of effective communication channels. While accounting for FOCC revenue and expenses has been streamlined and data readily available, accounting for CSP expenses continues to be a challenge. Reporting for actual CSP expenses has been months behind. The time lag has made identification and resolution of discrepancies and irregularities more difficult, and financial planning less reliable.

### **b. State Park staffing**

The following California State Park positions were funded

1-1/2 full time Peace Officer/Park Ranger

- 1 full time Maintenance Worker I
- 4 Seasonal Park Aides
- 2 Seasonal Maintenance Aides

We experienced periods of understaffing due to vacations, illnesses and retirements. We were told that even though we contracted and provided funding for the above staffing level, there is not enough staff in the sector and district to cover absences. As a result, there is a noticeable drop in services and upkeep of the park. We are actively working with sector and district staff to solve this challenge.

**c. Operations handled through volunteer support**

We had no paid positions to assist in the FOCC segment of operational responsibilities. Core volunteers handled such responsibilities as collection of park-user fees, vendor contracts, park use permitting and special events, educational/interpretive programs as well as oversight, strategic planning, administration needs, financial planning, accounting, fundraising, volunteer coordination and community relations among others.

**d. Communication Systems**

FOCC continues to pay for the WiFi internet connection which was established in 2013-2014 to serve camp hosts, CSP staff and volunteers working at the Back Ranch campgrounds and road-head Kiosk. This allowed for easier communications regarding camp reservations, visitor services and other operational needs. The cost was shared by CSP and FOCC.

Some sections of the park have poor or nonexistent cell phone coverage for most carriers. We have mapped out trails and other public areas of the park as to the degree of cell phone coverage, and made this information available on volunteer days in case of emergency. On volunteer days, the crews keep in touch by using a combination of cell phones and walkie-talkies. An FOCC cell phone was provided to the Ranger on Duty for communications from volunteers in the field. Reception has been troublesome. Options are being explored.

Ongoing communication among board members and core volunteers is maintained by e-mail and a password secured administrative section of the website, which contains an updated calendar and copies of board minutes, committee notes, and key documents.

## **V. Maintenance, Stewardship and Capital Improvement**

### **a. Park Informational Signage**

Two new ADA approved informational display panels were approved for installation at Bullet Hill trail head and at Backranch kiosk.

All interpretive ADA compliant signs on Turtle Back Trail were replaced.

Mileage marker signs were placed at the 11 bridges along Shoreline Trail.

### **b Trail Survey Work**

A GPS system was developed last FY to more precisely identify the location of reported emergencies and to pin-point areas on the 15 miles of park trails that require maintenance. The system also provides information that helps FOCC/CSP plan for needed trail and grounds improvements over the long term. A Trail Survey of Shoreline Trail was used by CSP and FOCC for planning appropriate treatment for each segment of trail. Similar Trail Survey work was begun on Bayview and Oak Ridge Trails as well. Assessments for Bayview and Oak Ridge trails were done for future restoration.

### **c. Trails Maintenance and Restoration Project**

The Trails Work Group is a committee of the FOCC that is tasked with the restoration and long term maintenance of the trail system in China Camp State Park. The Work Group is led by a board member and two core volunteers.

The goals for the Work Group are:

- The restoration of the full trail system to current CSP Multi-use Trail Standards.
- The development of trails maintenance standards for CCSP Training VIPP volunteers capable of executing both construction and maintenance work.
- Restoration of the fire roads within CCSP. Developing “Best Practices” that make the volunteers experience both fun and productive.

### **Achievements for the past fiscal year**

- 11 Successful work days and 16 different crews on the trails to date for 2016.
- Completed the first trail section done entirely by volunteers
- Oversight and support for the CCC Trail spikes in completion of 3 miles of the Shoreline Trail.
- Over 1600 Volunteer hours on the trails to date for 2016
- Over 450 VIPP hours dedicated to the trails for 2016.
- New equipment inventory capable of supporting over 20 volunteers on site.
- An understanding of safety, maintenance and reporting of DPR equipment use
- Recruited and trained 4 new VIPP Volunteers, bringing our total trail VIP to 21.

**The Working Group addressed the following challenges:**

- Recruiting VIPP volunteers with diverse talents such as equipment operators, experienced trail builders, volunteer management and motivation and general management skills.
- The increased logistical difficulty in working on the Bayview and Echo Trails.
- Funding for additional CCC contracts.
- Funding for materials and equipment for trails reconstruction.
- Managing the long term for both building and maintaining the trails.
- Developing a working relationship with the biking community to both meet the needs of the park and the desires of our bicyclists.
- Creating a written Trail Operations Manual and development of formal training for VIPP volunteers.

The Group Campsite, since January 2015, has been available for reservation on Reserve America, which has substantially increased revenue from that area.

FOCC participated in Earth Day 2015, successfully building 10 food storage lockers for the campground.

**e. Addressing Vandalism**

FOCC continued to partner with Marin County Bicycle Coalition to address illegal trails and prevention of bike related problems. Rehabilitation of damaged areas was periodically accomplished through the efforts of park staff, the Coalition and other volunteers. There is routine monitoring of the rehabilitation work and if it has been tampered with, volunteers quickly repair the area to discourage renewed use of those areas. Expanded volunteer foot and bike patrols also provide a visible deterrent and are able

to report problem areas in a timely manner. FOCC contributed to Trail Partners, a collaborative between Marin County Bicycle Coalition, Marin Horse Council and Marin Conservation League focused on trail safety and resource protection. Trail Partners launched a trail etiquette campaign in June called “Slow & Say Hello”. FOCC has placed their informational handout at the ranger station and campgrounds to encourage safe trail use and to reinforce an appreciation for the parks wildlife and natural habitat.

#### **f. Village Improvements**

FOCC volunteers worked to maintain and stabilize the Village’s historic fishing equipment including the shrimp shaker, The shrimp cooking vat, and boat ways engine. FOCC also coordinated the in-kind donation and installation of six pier pilings, replacing dangerously rotted ones. FOCC volunteers also installed new roofing material on one of the historic structures, and rebuilt five of the pier ladders. FOCC volunteers continued the restoration of the engine and hull of the historic fishing vessel St. Erina, intended for interpretive display and demonstration at the pier.

### **VI. Improved Web Site and Email Services**

The website, [www.friendsofchinacamp.org](http://www.friendsofchinacamp.org) which was developed during the Save the Park Campaign, continued as a key bridge to visitors and supporters of the Park. It includes information on park amenities, fees, reservations, park programs, and in-depth natural and cultural history. Information regarding how community members may become involved as volunteers and supporters is emphasized. The website provided updates regarding current events and issues of importance to the park as well as access to FOCC annual operational reports and media coverage. Links to partners and areas of interest were provided.

FOCC currently uses Mail Chimp to notify our supporters of upcoming events. Quarterly Newsletters have been implemented and have been an effective tool for keeping our supporters informed of new and ongoing activities. Mail Chimp is also being used on a monthly basis to remind our members to renew.

An extensive consultation project with the California State Parks Foundation Technical Assistance Team was completed in December, 2015, which resulted in better coordinated and integrated website and e-mail procedures.



A grant was awarded to FOCC from the California State Parks Foundation which provided financial support for conversion of the website to a more manageable format. This conversion was completed in early 2016. The new website is far easier to work with, and can be linked to membership lists, newsletters, and emails. We have received very positive feedback on the appearance of the new site.

## **VII. Volunteer Services**

Volunteers continued to be of extreme value to the park's operation, services, and maintenance.

FOCC continued to work with CSP in expanding the Volunteers in Parks Program at China Camp which provided certified volunteers who supported and participated in the Trail Maintenance program, Natural History Docent program, in Ranger Station coverage, in expanded Foot Trail Patrol and Village Docent activities, and in Bike Patrol. During this FY, CSPF Park Champions workdays, which add much needed trail work and other projects, were held on a regular monthly basis. FOCC continued to host a Coastal Clean-up Day at China Camp Village. Other FOCC volunteers are regularly involved in handling administrative duties, maintenance projects, in working groups and in the development and implementation of educational programs.

### **a. Park Champions Volunteer Workdays (CSPF Program)**

Four FOCC volunteers, trained by CSPF as core leaders, continue as workday project leaders. In addition twenty four volunteers participated in more than two of the monthly Park Champion workdays, sponsored and promoted by the California State Parks Foundation. These events were planned and implemented to address China Camp needs such as trail maintenance, erosion control and vegetation clearance, fence repairs, etc. Each workday brought in volunteers available to the stewardship of parklands and structures. In addition, work crews from corporations and other nonprofit organizations provided valuable trail and Village work.

The volunteer hours totaled just over 1,000 hours of actual trail work and about 200 hours of preparation, clean up and reporting. In addition to volunteers, Service Park Aides and Maintenance Aides provided over 50 hours of help with the trail renovation.

### **b. Volunteers in Park Program (VIPPP) Trail Maintenance Work**

During the past year, in addition to CSPF Champion events, eighteen China Camp Trail Maintenance VIPP's have led and/or participated in organized volunteer events and worked countless hours providing ad hoc trail maintenance work and invasive plant removal.

**c. Board & Volunteer Development and Participation**

In addition to monthly working meetings, members of the FOCC Board and/or key volunteers participated in the annual Park Advocacy Day sponsored by the California State Parks Foundation, the Parks Forward Commission workshops, the Bioneers Conference, the annual California League of Park Associations (CALPA) Conference and in the Center for Volunteers and Nonprofit Leadership programs. Board members also participated in occasional meetings with the other AB 42 operators (Jack London State Historical Park, Stewards of the Coast and Redwoods, Mendocino Area Parks Association and Sugarloaf Ridge State Park), to discuss areas of common interest including pending state legislation.

**VIII. Print Media Coverage and Promotion**

*Primary communication with supporters and park visitors was realized through the FOCC website and through quarterly newsletters and e-blasts initiated during this FY. Print media items are listed below.*

CA State Parks Foundation quarterly *Parklands*, Summer 2015  
**Grant of \$4,000 awarded to FOCC** for organization capacity building through website upgrades. State Park: China Camp State Park

*Marin Magazine*, *Marin Summer Guide*, Summer 2015  
**Get to know Marin, item 13: China Camp:** Named after an 1880s-era Chinese shrimping village, the park offers hiking, biking and horseback riding.

*Marin IJ* Weather, July 29, 2015  
Photo with caption: Temperature reaches 99: A lone swimmer makes his way through the cool waters of San Pablo Bay at China Camp State Park

*Marin IJ* Nels Johnson, August 6, 2015  
Hurt bicyclist rescued by helicopter (article and photo)

*Marin IJ* Nels Johnson, August 8, 2015  
Mountain biker recovering after crash

*Marin IJ, In Your Town*, August 15, 2015

**Heritage Day set at China Camp:** China Camp State Park Heritage day is Aug. 29. Featured will be folk dancers, chorus, Tai Chi, T-shirt printing, music and arts and crafts sale.....

*Marin IJ Outdoor Calendar, August 24, 2015*

Photo of Village and Bay: China Camp State Park in San Rafael offers beaches, hiking, biking, day-use areas and campgrounds.

*Marin IJ Adrian Rodriguez, August 30, 2015*

**Crowd celebrates Chinese-American History:** extensive article and photos showing dancers from the Redwood Empire Chinese Assn., visitors on the pier with dragon and Frank Quan being honored by State Parks sector superintendent Bill Lutton.

*Marin IJ. Outdoor Calendar, September 14, 2015*

Photo with caption CCSP offers a natural history center, beaches, hiking, biking, equestrian trails, day-us areas and camp grounds. Open 8:00 a.m. until sunset daily.

*Marin Conservation League Newsletter , Sept – Oct 2015*

MCL to host Senior Walks including a walk around Turtle Back at China Camp State Park on September 24. Photo on boardwalk.

*Marin IJ, October 6, 2015*

History Watch and photo provided by the Marin History Museum

“Soon, on the spot where the weathered shacks of what remains of China Camp presently stand, a new community will arise” stated the San Francisco Magazine in October 1962. Article describes what might have been if planned development had not been stopped.

*San Francisco Chronicle / sfgate Outdoors, Tom Stienstra, October 15, 2015*

**“China Camps’ Enduring Beauty”:** The author ranks CCSP in the top ten of the 275 Bay Area parks and recreation destinations. Very positive article describing the parks attributes, recreational opportunities, and history.

*Marin IJ, Adrian Rodiquez, January 3, 2016*

“CHINA CAMP: Fishing boat washes onto rocks” Environmental mitigation follow-up initiated.

*Marin IJ, In Your Town column, February 20, 2016*

“Volunteers to repair China Camp trail”: announcement of two planned volunteer events to repair trail tread on February 27.

*Pacific Sun, February 24, 2016*

Field Trips: “Walking Through History at China Camp”. Free natural history walk with naturalist Debra Schwartz of Tam Hiking Tours, Feb. 27 10:30 a.m.

*Marin IJ, Galleries and Museums, March 3, 2016*

**Images of China Camp**, Photographs by Osher Levi and Brian Byres shown at Aroma Café, San Rafael, March 7 – May 6, 2016; 20% of sales to be donated to FOCC.

*Marin IJ*, Derek Arild, April 15, 2016

**“Mountain Biking: Mentoring camp for girls”**: Marin chapter of Little Bellas, a mentoring program tailored to get girls age 7-12 interested in riding mountain bikes, begins April 24 at China Camp with eight Sunday session through-out the summer.

*Marin IJ*, Stephanie Weldy, April 18, 2016

“San Rafael: Medics to get mountain bikes for trail rescues”. San Rafael firefighter-paramedics will soon be equipped with mountain bikes to more quickly reach injured hikers and bikers in remote areas such as China Camp State Park. The bikes will be stored at Fire Stations No. 55 and 57, at both ends of CCSP. Bikes donated by Marin Bikes.

*Pacific Sun*, Best of Marin 2016 issue, April 27, 2016

**China Camp State Park was voted Best Park/Open Space** in the Fitness & Recreation category of Best In Marin. Caption under photo of China Camp Fishing Village reads: *China Camp Fishing Village and beach is just one small part of San Rafael's China Camp State Park, full of hiking and biking trails, camping and picnicking spots.*

*SF Chronicle/SF Gate, Outdoors*, Tom Stienstra, May 5, 2016

China Camp State Park was ranked number twenty-seven in the top fifty camping sites in Northern California.

*Marin IJ*, Outdoor Calendar, June 13, 2016

Photo and caption: China Camp State Park offers a natural history center, beaches, hiking, biking, equestrian trails, day-use areas and campgrounds.

## **IX. Interpretive / Educational Programs**

### **a. Natural History Center**

The natural history display area at the Ranger Station was developed into the Natural History Center with enhanced interpretive displays and materials in 2012-2013. Staffed by volunteers, the center provided visitors with an opportunity to become acquainted with the wildlife and other natural features of the Park. In addition, information regarding interpretive programs, trails, camping and other services were provided.

### **b. Natural History Interpretive Programs**

**Docents:** We have 4 new natural history docents trained this year. They have been involved in campfire programs and interpretive walks. The Park in general plans to focus on volunteer recruitment in the coming year.

**Nature Walks:** A new series of natural history walks were offered this year, one per month, and led by well-known and respected Marin County and Bay Area naturalists. The program has been very successful, with each walk filling to capacity, and in some cases resulting in offering an additional walk that month. Walk topics this year include wildlife tracking, migrating birds, wildflowers, salt marsh ecosystems, King Tides, and Miwok history, each led by an acknowledged expert in that topic. Most are family friendly but a few are targeted for adults and seniors.

**Campfire Programs:** From April through October, Natural History interpretive volunteers provided between three and four campfire programs per month for campers at Back Ranch Meadows. These were supplemented in late Fall and Winter months with campfire programs as we had enough campers and/or upon request. The campfire programs included topics such as endangered salt marsh animals and habit, the history of mountain biking at China Camp, specific animals (owls, coyotes, raccoons, wild turkeys) or animal interdependencies. We also offered an astronomy evening at the campground once a month, led by a local astronomer.

**c. Ongoing Stewardship and Interpretive Partners:**

**MSEL:** An ongoing partnership was developed with the Marin School for Environmental Leadership at Terra Linda High School. This is the fourth year we have been working with them on long-term projects, such as a presentation to elementary schools on China Camp's endangered species, an interpretive signage project, and the recently completed campfire project--chosen by the MSEL students in response to a project framework and supervised by FOCC and State Parks personnel. We also had our first MSEL senior intern this year, four hours a week for the entire school year; she assisted with visitor data collection and entry, developed a new campfire program topic, and helped with Visitor Services at the Ranger Station. Our new intern for the coming school year has already been selected and will start in September. We will also be working with a group of MSEL freshmen in the Fall and Spring of 2015/16.

**Venetia Valley K-8:** We continued our ongoing program with Venetia Valley k-8, one of our local schools, with both a school visit and a natural history China Camp field trip.

**The Marin School:** In addition, we have begun a stewardship partnership with The Marin School, a local independent high school. 90 students came out for a three hour service project (primarily trail work), and then 30 of those students returned for a combined natural and cultural field trip related to their academic studies.

**The California Conservation Corps,** working for several months at China Camp on our trail restoration, requested and received two enthusiastically received natural history presentations (which are part of the CCC's required educational component) this year.

**East Bay Regional Parks:** By request, we organized an information session about the role of FOCC for 25 staff members of the East Bay Regional Park system. They would like to return to share further ideas about natural and cultural history interpretation approaches.

**NERR:** Our partnership with the National Estuarine Research Reserve continues to grow. Working with the NERR Education Director, we are in the process of developing our first Citizen Science project, launched in the Fall of 2015. We also received through NERR a grant for an interpretive exhibit on ocean debris to be installed at China. We hope to collaboratively develop interpretive curriculum to accompany this exhibit. Staff from NERR also led natural history walks related to king tide, the salt marsh, sea level rise indicators, and endangered species at China Camp.

**d. School and Youth Organization, Seniors Tours:**

We have also provided an increasing number of natural history docent guided field trips this year, including students from different grades, as well as hiking and biking groups.

By request we have also done several Junior Ranger programs for Girl Scout Troops, families groups and others (often camping in the Group campground). These programs follow the formats suggested in the Junior Ranger manual.

**e. Outdoor Educational Center**

Site planning and program development continued on this potential major project, an educational center which will be located adjacent to the Ranger

Station. The scope of the project is still under consideration, but may consist of an open pavilion and development of the surrounding area for class/program activities, a native plants demonstration garden and other features. Visits were made to State Parks and other facilities to learn more about the planning and construction of similar Outdoor Education Centers, and in particular we received detailed architectural plans from the completed Education Center at Clear Lake State Park. Funding and scope are major next steps to be considered.

#### **f. China Camp Fishing Village Museum**

The museum, which is housed in one of the historic structures along the waterfront at China Camp Village, provided exhibits and interpretive displays about the history of the village and the Chinese shrimp fishing industry.

Six dedicated docents, one of whom speaks Mandarin and Cantonese, staffed the museum on weekends during the high season and gave tours by appointment for school groups, scout troops, senior citizens, and others.

Several videos and CDs on China Camp and on San Francisco Bay were played for various groups according to their interests.

The Annual Heritage Day Celebration, held on August 29, 2015, drew approximate 300 visitors.

Participants in tours and cultural programs included:

March 25, 2016	Third grade students and parents from Shu-Ren International School, Berkeley
April 9, 2016	Boys Scout troop
April 16, 2016	Earth Day celebrants enjoyed children's crafts at the Village, horoscope animal prints using recycled Chinese newspapers, simple origami and stamping of local animal prints.
April 24, 2016	Meeting and tour with members of the Sacred Sites Committee of the Federated Indians of Graton Rancheria to exchange ideas and include their history at the Park.
April 27, 2016	Sixth and seventh graders from Lawrence Sims School
April 29, 2016	Over forty third graders and adults from Harvey Milk School
May 11-12, 2016	Two groups of 25 first graders from Grass Valley Charter School who stayed overnight at the Park Campgrounds

May 18, 2016	Visitors from the Sons in Retirement (SIRS)
May 21, 2016	Girl Scout troop
June 1, 2016	Two busloads of visitors celebrating Latino Day
June 2, 2016	Twenty-four 5 year olds and parents from Brookside School, who had an overnight stay at the campgrounds
June 4, 2016	Boy Scout troop who also participated in invasive project at Miwok Meadows
June 11, 2016	Girl Scout troop
June 23, 2016	Forty kids on bikes participated in the Wheel Kids tour with Tim Hurley
June 30, 2016	Sixty children from Hillcrest School participated in a Summer Learning Program

## X. Special Events

This fourth year of FOCC operations again focused primarily on operational needs. However we were able to offer the following events which were free to the public except for parking fees, optional food and China Camp related purchases.

**Heritage Day** Aug. 29, 2015. This annual all-day family oriented event celebrated the cultural history of China Camp State Park.

**Public Meeting** - FOCC FY 2015-2015 Operations Report Nov. 21, 2015  
FOCC and CSP representatives provided reports and led audience discussions regarding the state of the park and its operations and plans for next FY.

### **Coastal Cleanup Day celebrated at CCSP.**

Marin Historical Museum and San Rafael Boy Scout Troop 101, with FOCC, gathered over 120 pounds of trash. This was followed by a tour at CCSP

### **Images of China Camp, Exhibition March 7 –May 6. 2016**

Photography by Osher Levi and Brian Bynes displayed at Aroma Café in San Rafael. Twenty percent of sales donated to FOCC.

### **Earth Day, April 16, 2016**

Over 30 volunteers participated in the building of food storage lockers for the campground. Ten lockers were constructed, leaving only the task of sealing and adding hardware for locks. Afternoon craft activities related to Chinese culture and natural history of the park were provided.



## **XI. Building Partnerships**

### **a. New and expanded partnerships and joint projects**

During the Save the Park campaign, numerous alliances were formed and continued in support of operations and enhanced visitor experiences in recreation, natural and cultural history and park appreciation. These groups include cultural associations, educational institutions at various levels, conservation organizations, historical societies, community services groups, foundations, clubs and government agencies. A few of these include Dominican University of California, College of Marin, Marin School of Environmental Leadership, Marin Chinese Cultural Association, Marin County Bicycle Coalition, National Estuarine Research Reserve, WildCare, etc. FOCC joined Marin County Bicycle Coalition, Marin Conservation League and Marin Horse Council as Trail Partners in sponsoring the development of the Roads and Trails Management Plan, a program to address trail safety and resource protection through education and outreach efforts in the park.

## **XII. Financial Status**

The Friends of China Camp financial reports for FY 2015-2016 operations of China Camp State Park are attached.



This report has been reviewed and approved by the Board of Friends of China Camp. Submitted February 7, 2017.

*Ed Lai*

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**Friends of China Camp Inc**  
**Profit and Loss**  
 July 2015 - June 2016

	<b>Total</b>
<b>Income</b>	
Bank Adjustment	358.65
Donations	12,845.57
Heritage Day Donations	
Heritage Day Art Donation	140.00
<b>Total Heritage Day Donations</b>	<b>\$ 140.00</b>
Map Donations	173.79
Museum-Donations	404.23
DocentServices	350.00
Museum-Other Donations	84.00
<b>Total Museum-Donations</b>	<b>\$ 838.23</b>
Olmstead Bucket	351.75
<b>Total Donations</b>	<b>\$ 14,349.34</b>
Membership Dues	2,860.00
Full Membership	1,870.00
Trail Membership	1,755.00
<b>Total Membership Dues</b>	<b>\$ 6,485.00</b>
Merchandise Sales	
Heritage Day Sales	195.00
Heritage Day Parking	95.00
<b>Total Heritage Day Sales</b>	<b>\$ 290.00</b>
Museum Sales	688.74
Museum Sales (Cafe)	994.00
Wood Money	14,922.35
WOOD (BR PS)	336.00
<b>Total Wood Money</b>	<b>\$ 15,258.35</b>
<b>Total Merchandise Sales</b>	<b>\$ 17,231.09</b>
Park Revenue	
Park Reservation Fees	
Bullhead Flat	50.00
China Camp Point	800.00
Group Campsite Reservation	350.00
Group/Event Trail Usage Fees	14,683.00
Lower Village	2,580.00
Miwok Meadows	4,440.00
Reserve America Reservations	150.00
Buckeye Point	4,583.50
Group Campsite	15,813.00
Individual Campsites	138,691.50
Weber Point	4,365.50
<b>Total Reserve America Reservations</b>	<b>\$ 163,603.50</b>

<b>Total Park Reservation Fees</b>	<b>\$ 186,506.50</b>
<b>Park Usage Fees</b>	
<b>Annual Passes</b>	
Annual Parking Pass	5,728.00
Annual Pass Test	2.00
Annual Trail Usage Pass	7,033.00
Biking Pass (Group Discount)	200.00
<b>Total Annual Passes</b>	<b>\$ 12,963.00</b>
<b>Campground Showers</b>	2,338.29
<b>Iron Rangers</b>	
Buckeye Point IR	1,790.95
Bullhead Flat IR	5,330.05
<b>Campground IR</b>	
Campground IR-Camping	23,069.54
Campground IR-Hike & Bike	1,809.19
Campground IR-Vehicles	4,815.24
<b>Total Campground IR</b>	<b>\$ 29,693.97</b>
Enroute Parking IR-Camping	1,450.00
Enroute Parking IR-Day Use	1,666.92
Lower Village IR-1	11,603.72
Miwok Meadows IR	2,134.76
TurtleBack Hill IR	2,110.08
Upper Village IR	7,231.78
Upper Village IR-2	3,064.58
Weber Point IR	1,551.45
<b>Total Iron Rangers</b>	<b>\$ 67,628.26</b>
<b>Pay Stations</b>	
<b>Back Ranch Kiosk PS</b>	
BR PS Annual Parking Pass	1,800.00
BR PS Annual Trail Usage Pass	8,820.00
BR PS Campground	15,575.00
BR PS Parking	13,395.00
BR PS Trail Usage	26,462.00
<b>Total Back Ranch Kiosk PS</b>	<b>\$ 66,052.00</b>
<b>Lower Village PS</b>	
LV PS Annual Parking Pass	1,560.00
LV PS Annual Trail Usage Pass	105.00
LV PS Day Use Parking	13,451.00
LV PS Trail Usage	130.00
<b>Total Lower Village PS</b>	<b>\$ 15,246.00</b>
<b>Shoreline PS</b>	
SL Annual Parking Pass	480.00
SL Day Use Parking	1,396.00
SL PS Annual Trail Usage Pass	2,275.00
SL PS Trail Usage	2,347.00
<b>Total Shoreline PS</b>	<b>\$ 6,498.00</b>
<b>Upper Village PS</b>	

UV PS Annual Parking Pass	1,800.00
UV PS Annual Trail Usage Pass	210.00
UV PS Day Use Parking	24,708.50
UV PS Trail Usage	740.00
<b>Total Upper Village PS</b>	<b>\$ 27,458.50</b>
<b>Total Pay Stations</b>	<b>\$ 115,254.50</b>
<b>Total Park Usage Fees</b>	<b>\$ 198,184.05</b>
<b>Total Park Revenue</b>	<b>\$ 384,690.55</b>
<b>Total Income</b>	<b>\$ 423,114.63</b>
<b>Cost of Goods Sold</b>	
<b>Cost of Goods Sold</b>	
Cost of Goods-Sales Tax (Non-Wood Sales)	608.00
<b>Non-Interpretive Materials</b>	
Firewood-COGS	6,824.00
Firewood-PROMOTION	1,908.00
Sales Tax-Firewood Sales	430.00
<b>Total Non-Interpretive Materials</b>	<b>\$ 9,162.00</b>
<b>Total Cost of Goods Sold</b>	<b>\$ 9,770.00</b>
<b>FOCC Merchandise</b>	
Photo Cards	104.40
Photo Cards-PROMOTION	6.00
T-Shirts	290.88
T-Shirts-PROMOTION	719.11
<b>Total FOCC Merchandise</b>	<b>\$ 1,120.39</b>
<b>Interpretive Materials</b>	
Gift Shop Expenses	186.17
Gift Shop Expenses-PROMOTION	50.28
<b>Total Interpretive Materials</b>	<b>\$ 236.45</b>
<b>Total Cost of Goods Sold</b>	<b>\$ 11,126.84</b>
<b>Gross Profit</b>	<b>\$ 411,987.79</b>
<b>Expenses</b>	
<b>Fundraising Expenses</b>	
<b>Fundraising Events</b>	
MCCA New Year Dinner	100.00
<b>Total Fundraising Events</b>	<b>\$ 100.00</b>
<b>Outreach Expense</b>	1,000.00
Advertising-Outreach	150.00
Cell Phone-Outreach	993.70
Other- Outreach	606.68
Photocopy expenses-Outreach	109.05
Postage-Outreach	9.80
Printing-Outreach	150.62
<b>Total Outreach Expense</b>	<b>\$ 3,019.85</b>
<b>Total Fundraising Expenses</b>	<b>\$ 3,119.85</b>
<b>Gifts Given</b>	428.92
<b>Management &amp; General Expenses</b>	
Bank Charge-Mgmt. & General	45.22

Check enclosures	14.00
Check Printing Charge	64.00
Overdraft Fees	175.00
Returned Item Charge Back Fee	84.00
<b>Total Bank Charge-Mgmt. &amp; General</b>	<b>\$ 382.22</b>
Depreciation Expense-Management & General	10,120.70
Insurance-Management & General	
Directors and Officers Insurance	506.55
Insurance-Other	-574.17
Liability Insurance	3,091.14
<b>Total Insurance-Management &amp; General</b>	<b>\$ 3,023.52</b>
Meeting Expenses-Management & General	501.14
Membership Expenses-Management & General	
PayPal Fees-Membership	495.23
<b>Total Membership Expenses-Management &amp; General</b>	<b>\$ 495.23</b>
Postage-Mgmt. & General	116.61
Professional Fees-Mgmt. & General	550.00
Accounting	3,635.28
Legal	930.00
<b>Total Professional Fees-Mgmt. &amp; General</b>	<b>\$ 5,115.28</b>
Quick Books Online-Management & General	299.40
Square Fees-Mgmt. & General	182.27
Tax	
Attorney General Filing Fee	106.25
Franchise Tax Board Filing Fee	10.00
Sales Tax	305.00
Secretary of State Filing Fee	25.00
<b>Total Tax</b>	<b>\$ 446.25</b>
Website Expenses-Mgmt. & General	8,566.68
MailChimp Monthly Plan	150.00
WP Maintenance/Hosting	50.00
<b>Total Website Expenses-Mgmt. &amp; General</b>	<b>\$ 8,766.68</b>
<b>Total Management &amp; General Expenses</b>	<b>\$ 29,449.30</b>
Park Operations Expenses	0.00
Annual Pass Expenses-Park Operations	589.54
Annual Pass Expenses-Other-Park Operations	1,216.76
Annual Pass Postage-Park Operations	292.00
<b>Total Annual Pass Expenses-Park Operations</b>	<b>\$ 2,098.30</b>
Campground Improvements-Park Operations	690.41
Campground Internet	1,500.00
<b>Total Campground Improvements-Park Operations</b>	<b>\$ 2,190.41</b>
China Camp SP Brochures	2,484.44
Day Use Area Improvements-Park Operations	364.41
Education/Interpretive Programs-Park Operations	
Heritage Day Expenses-Park Operations	
Heritage Day Expenses	1,830.99
Heritage Day Supplies	166.78

Marin Chinese Cultural Associat		300.00
Total Heritage Day Expenses-Park Operations	\$	<b>2,297.77</b>
Interpretive Programs-Park Operations		
Cultural History Expenses		120.13
Museum Expenses		119.54
Total Cultural History Expenses	\$	<b>239.67</b>
Natural History		568.26
Campfire Program		13.96
Junior Ranger		500.00
Natural History-Other		836.28
Natural History/Visitor Center		91.22
Total Natural History	\$	<b>2,009.72</b>
Total Interpretive Programs-Park Operations	\$	<b>2,249.39</b>
Interpretive/Educational Materials		711.75
Total Education/Interpretive Programs-Park Operations	\$	<b>5,258.91</b>
Maintenance Service-Park Ops.		2,326.30
Maintenance Supplies/Equipment-Park Ops.		3,237.05
Housekeeping Supplies/Material		1,650.09
Trail Maintenance/Restoration		3,613.28
Total Maintenance Supplies/Equipment-Park Ops.	\$	<b>8,500.42</b>
Office Equipment-Park Ops.		284.01
Office Supplies-Park Ops.		666.29
Park Champions Program-Park Ops.		3,714.63
Pay Station Expenses		
Annual Pass Fee		960.00
CCU Serve Hosting Fee		4,320.00
Digital Cellular Carrier Fee		4,320.00
Pay Station Maintenance/Repair		1,360.03
PayPoint Equipment/Material-Park Ops.		1,105.76
VenDirect Transaction Fee		790.90
VenVue Credential Subscription		990.00
Total Pay Station Expenses	\$	<b>13,846.69</b>
Pay Station Merchant Fees-Park Ops.		
BR PS Merchant Fee		2,790.01
LV PS Merchant Fees		889.78
Pay Station Merchant Fees-Other		79.80
SL PS Merchant Fees		547.50
UV PS Merchant Fees		1,216.62
Total Pay Station Merchant Fees-Park Ops.	\$	<b>5,523.71</b>
Porta-Jons-Park Ops.		3,385.00
Ranger Station Flags-Park Ops		75.53
Sanitation Services		7,282.42
Signage-Park Ops.		1,075.87
Vehicle Service/Parts-Park Ops.		2,208.56
Village Repair/Supplies-Park Ops.		3,310.47
Fishing Boat Expenses - Park Ops.		796.85
Historic Boat Expenses-Park Ops.		1,004.91

Total Village Repair/Supplies-Park Ops.	\$	<b>5,112.23</b>
Total Park Operations Expenses	\$	<b>66,398.13</b>
PayPal Fees-Park Ops.		93.36
Photocopy expenses-Park Ops.		63.42
Program Services Expense		
General Support Expenses		
Conferences/Training		108.09
Travel		
Auto		
Fuel		887.07
Total Auto	\$	<b>887.07</b>
Lodging		473.19
Total Travel	\$	<b>1,360.26</b>
Volunteer Supplies-Park Ops.		260.38
Total General Support Expenses	\$	<b>1,728.73</b>
Total Program Services Expense	\$	<b>1,728.73</b>
Total Expenses	\$	<b>101,281.71</b>
Net Operating Income	\$	<b>310,706.08</b>
Other Income		
Interest Income		253.49
Total Other Income	\$	<b>253.49</b>
Net Other Income	\$	<b>253.49</b>
Net Income	\$	<b>310,959.57</b>

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