

**KING CONSERVATION DISTRICT**

Advisory Committee Meeting

**February 8thth, 2022**

**10:00 AM to 12:00 PM- via Teleconference Only**

Zoom Link: <https://zoom.us/j/98476195116>

Call In Number: (253) 215-8782

Meeting ID: 984 7619 5116

Meeting Agenda

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Call to Order

- |  |                            |
|--|----------------------------|
| <b>1. Welcome and Introductions – Chair Fincher</b>  | <b>10:00 AM – 10:10 AM</b> |
| <b>2. Public Comment</b>   | <b>10:10 AM – 10:15 AM</b> |
| <b>3. Executive Director Report – Mendez-Perez<br/>(Information/Discussion, page 3)</b>        | <b>10:15 AM – 10:25 AM</b> |
| <b>4. 2022 Advisory Committee Work Plan<br/>(Discussion, page 4)</b>                           | <b>10:25 AM – 10:45 AM</b> |
| <b>5. Member Jurisdiction Program Advisory Committee Work Plan<br/>(Discussion, page 5-10)</b> | <b>10:45 AM – 11:00 AM</b> |
| <b>6. Financial Processes Update - Reed<br/>(Information)</b>                                  | <b>11:00 AM – 11:10 AM</b> |
| <b>7. Landowner Incentive Program Presentation - Redmond<br/>(Information, page 11-12)</b>     | <b>11:10 AM – 11:30 AM</b> |
| <b>8. Elections Reform Update – Haugen<br/>(Information)</b>                                   | <b>11:30 AM – 11:40 AM</b> |
| <b>9. A KCD Win – Dostal<br/>(Information, page 13-17)</b>                                     | <b>11:40 AM – 11:45 AM</b> |
| <b>10. Adjourn</b>   | <b>11:45 AM</b>            |

**\* Next Meeting: APRIL 12TH, 2022, 10:00 AM – 12:00 PM**

**\*Meeting notes will be sent out the week after a meeting.**

**\*Past meeting information can be found at [kingcd.org/advisory-committee](http://kingcd.org/advisory-committee)**

**King Conservation District  
Advisory Committee (with emails)**  
(as of February 1, 2022)

Seat	Member	Alternate
<b>KCD</b>	Kirstin Haugen kirstin.haugen@Kingcd.org	Chris Porter chris.porter@Kingcd.org
<b>King County Executive</b>	Dow Constantine	Mike Lufkin, Vice-Chair michael.lufkin@kingcounty.gov
<b>King County Council</b>	Claudia Balducci claudia.balducci@kingcounty.gov	Jake Tracy JTracy@kingcounty.gov
<b>Equity &amp; Social Justice (KC)</b>	Tahmina Martelly tmartelly@wr.org	Vacant
<b>City of Seattle</b>	Sharon Lerman sharon.lerman@seattle.gov	Vacant
<b>City of Bellevue</b>	John Stokes jstokes@bellevuewa.gov	Vacant
<b>SCA</b>	Brenda Fincher, Chair – Kent rbfincher@kentwa.gov	Kelli Curtis – Kirkland kcurtis@kirklandwa.gov
<b>SCA</b>	Victoria Hunt – Issaquah victoriah@issaquahwa.gov	Valerie O’Halloran - Renton vohalloran@rentonwa.gov
<b>SCA</b>	Vanessa Kritzer - Redmond vkritzer@redmond.gov	Cara Christensen - Snoqualmie cchristensen@snoqualmiewa.gov
<b>KC Rural Forest Commission</b>	Jeff Boyce <a href="mailto:ForestComm8@kingcounty.gov">ForestComm8@kingcounty.gov</a>	Mari Knutsen <a href="mailto:ForestComm2@kingcounty.gov">ForestComm2@kingcounty.gov</a>
<b>KC Agriculture Commission</b>	Paul Pink agcomm2@kingcounty.gov	Lily Gottlieb-McHale agcomm1@kingcounty.gov lily.gm@pccfarmlandtrust.org
<b>Environmental NGO</b>	Heather Trim heather@zerowastewashington.org	Vacant
<b>Rural Resident</b>	Howard Langeveld hlangeveld@comcast.net	Vacant
<b>Urban Resident</b>	Sarah Reyneveld <a href="mailto:sarahreyneveld@gmail.com">sarahreyneveld@gmail.com</a>	Vacant

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**KING CONSERVATION DISTRICT  
ADVISORY COMMITTEE MEETING**

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**TO:** ADVISORY COMMITTEE MEMBERS

**FROM:** ROSA MENDEZ-PEREZ

**SUBJECT:** EXECUTIVE DIRECTOR REPORT

**DATE:** FEBRUARY 8, 2022

**CC:** LORNA MISS

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King Conservation District is looking forward to our continued collaboration in 2022. Below are highlights from the first month of the year.

- Our 2022 Budget was approved at the December 13, 2021 Board of Supervisors meeting. The Board of Supervisors also approved a budget amendment at the January 24, 2022 meeting. This amendment included a newly negotiated 3.5% Cost of Living Adjustment.
- We are moving forward with our strategic hiring plan including retaining a new HR consultant and posting employment opportunities for: Executive Assistant, Finance and Contracts Assistant, and Finance Coordinator. The closing date for the two finance related positions is February 4<sup>th</sup> and we are proceeding to the interview phase.
- KCD continues to further improve efficiencies for our financial and administrative systems. Our new payroll processing system is in place, and we completed transition to QuickBooks for financial accounting.
- We have two Requests for Proposals (RFP). One is for a consultant to assist with our strategic planning process and diversity and equity trainings. This strategic planning process prioritizes stakeholder engagement with our partners, this advisory committee, and community members. The consultant will also provide diversity and equity training and coach KCD's Racial Equity Change Team. The other RFP is for a classification and compensation study. This project includes a comprehensive study of positions, classifications, and total compensation.

Thank you,

Rosa Méndez-Perez

## 2022 Advisory Committee Work Planning

This page shares priorities that were identified at the beginning of 2021 by the Advisory Committee as well as priorities that have been identified by KCD as the basis for a conversation about 2022 Advisory Committee work planning and priority setting.

### 2021 Advisory Committee Identified Priorities

1. Program Updates: what's happening in our programs, summary of each program, report at each meeting
2. Budget, Financial Reporting – very open and transparent (quarterly update)
3. Food Insecurity
4. Land Sovereignty, land access for farming (working farmland access)
5. Performance Measurements -- connect investments to outcomes
6. Equity and diversity in our programs
7. Wildfire preparation – what is KCD doing
8. Communication / Outreach
9. Community Gardens

### 2022 KCD Identified Priorities for Advisory Committee

1. Equity and Diversity
2. Member Jurisdiction Grants Review
3. Strategic Plan
4. Elections
5. 2025 ILA & Rate Renewal



Local Food  
Healthy Forests  
Clean Water  
Better Ground



Seattle Office of  
Sustainability &  
Environment

## King Conservation District Seattle Community Partnership Grant Fund 2022 Grant Program Guidelines

### About the Grant Program

The King Conservation District (KCD) Seattle Community Partnership Grant Program is a grant opportunity for community-led projects that improve natural resources and advance racial justice in Seattle. Grants are awarded and administered by the King Conservation District and reviewed by the City of Seattle. This year, \$744,000 in funding is available. Projects will be awarded for no more than \$75,000 and can take place over multiple years.

Visit the [King Conservation District](https://www.kingcd.org) (KCD) website for additional information about the grant program and to start the grant application in KCD's online grant portal. If you have any questions, reach out to Jessica Saavedra at KCD, email [Jessica.Saavedra@kingcd.org](mailto:Jessica.Saavedra@kingcd.org) or call 425-773-9065.

### What We Fund

King Conservation District is a natural resources assistance agency that promotes the sustainable use of natural resources. Across the United States and here in Seattle, race is the most significant predictor of a person living near contaminated or deteriorating natural resources that impact health and wellbeing. For this reason, this grant program supports **projects that improve natural resources and are co-created by, led by and benefit people most impacted by environmental and climate issues**: Black, Indigenous, People of Color, immigrants, refugees, people with low incomes, youth and elders.

**Projects must focus on at least one of the following KCD natural resource priority areas:**

- **Managing and preventing pollution caused by stormwater runoff:** Water that runs off the road, roofs, and other surfaces pollute our waterways. Activities that prevent this include (but are not limited to) installing rain gardens, green roofs, cisterns (catch and store rainwater), bioswales (filtration and drainage systems), and more.
- **Protecting and restoring creeks, shorelines, and wetlands:** This can include activities such as removing invasive weeds, replanting native trees, shrubs and groundcovers to improve wildlife habitat and water quality.
- **Building healthy soil:** This can include activities such as soil tests, amending community garden or urban farm soil, learning about and applying the appropriate amount of fertilizer, mulch and compost as well as installing on-site compost bins, and more.
- **Protecting and restoring the urban forest:** Activities can include (but are not limited to) planting conifers in a deciduous tree dominated area, planting a diverse array of native plants, restoring native plants to an area, removing invasive weeds.
- **Supporting a sustainable food system:** This can include activities such as building/creating/expanding a community garden, growing food distributed to local community groups, and improving access to healthy, local food.

**Natural Resource Improvement Actions:** How will your project go about improving natural resources in the priority areas outlined above?

- **Direct Improvement of Natural Resource Conditions:** Improve landscape and natural conditions through direct action that enhances water quality, protects and conserves soils, implements ecosystem restoration and preservation projects.
- **Education and Outreach:** Raise awareness, deepen knowledge, and change behaviors to practice exemplary stewardship of natural resources.
- **Pilot and Demonstration Projects:** Test and/or improve concepts and/or approaches in natural resource management that can be replicated by others.
- **Capacity Building:** Enhance the knowledge, skills, tools, support systems, partnerships, community connections, and technical resources to implement exemplary best management practices and deliver natural resource management actions equitably.

## Who Should Apply?

Organizations or community groups whose work centers and is co-created and/or led by Black, Indigenous and People of Color, immigrants, refugees, people with low incomes, youth, and elders.

Only one application per organization is allowed, except if the organization serves as a fiscal sponsor for multiple projects.

**Organizations or community groups must have a 501(c)3 nonprofit status or a fiscal sponsor with a 501(c)3 nonprofit status to be eligible to apply.** The fiscal sponsor organization should submit the application. If the community group submits the application, a letter verifying their fiscal sponsor relationship or the fiscal sponsorship agreement must be uploaded to the grant application in the online grant portal. A letter template for fiscal sponsor confirmation is available on the [website](#).

The fiscal sponsor confirmation letter must include the following information.

1. Name of the fiscal sponsor organization
2. Name of the applicant organization
3. The fiscal sponsor's EIN (the Federal Tax Identification Number)
4. Signature of the fiscal sponsor contact

If you do not have a fiscal sponsor and need one, please contact us as soon as possible.

## Project Requirements

- Projects must occur primarily within Seattle city limits. However, field trips outside of Seattle are allowed.
- Grant awards are paid on a reimbursement basis after costs are incurred and receipts or invoices have been submitted. Ten percent of the grant award or final expenditures will not be paid until a formal close out process is complete. The close out process often includes a site visit to the project location.
- Reimbursement requests must be submitted with a Progress Report and can be submitted monthly using the online grant portal.
- Project check-ins by phone or email are required at least once per year.

- Matching funds are not required.
- **Landowner Permission Letter:** If your project takes place on government-owned land or land owned by someone other than the applicant organization, a landowner permission letter from the appropriate landowner, agency or department must be uploaded to the grant application in the online grant portal or the project will not be eligible for consideration. We strongly encourage applicants to begin the process of obtaining a landowner permission letter as soon as possible. A letter template for the landowner permission letter is available on the [website](#). If you need help contacting government agencies or departments, please let us know.

## Eligible Costs

**The following are common costs that are eligible for grant funding.**

- Salaries and benefits such as staff time and fringe benefits.
- Travel, meals and mileage includes food for volunteers, van rentals and other transportation.
- Office supplies including zoom account if used for funded project.
- Field, project or program supplies such as tools, plants or other materials such as wood.
- Food, produce or meals for the community.
- Contracted or professional services such as consultants or contract labor.
- Some project specific equipment such as greenhouse, irrigation, hydroponic, GPS, video, sound, cooking and food/health safety equipment have been allowed.
- Indirect costs such as administration fees, insurance, or rent, that do not exceed 25% of salaries and benefits.

## What We Will Not Fund

- Individuals cannot receive funding.
- Acquisition of land.
- Construction of buildings.
- Park benches, shelters, and sidewalks.
- Projects that are not accessible to the public.
- Projects that are duplicative of similar existing efforts in a specific community or area.
- Computer equipment or technology such as laptops, desktops, tablets, cell phones, and other office equipment as determined.
- Other types of equipment as determined by KCD. Please contact [Jessica.Saavedra@kingcd.org](mailto:Jessica.Saavedra@kingcd.org) if the type of equipment you want to request funding for is not covered above.
- Certain disposable supplies such as erasers, straws, stickers or toys.
- Indirect expenses such as overhead, administrative fees, and other indirect costs that exceed 25% of salaries and benefits.

## Project Examples

- ☐ **Project Description #1:** An organization and community group partners to remove asphalt and install rain gardens at a local school. Rain gardens will treat stormwater and provide heat island mitigation. Project also includes removing invasive weeds and replanting with native plants to raise awareness about stormwater, climate resilience, and the health benefits of green infrastructure. This project manages stormwater with green infrastructure, provides direct improvement of a natural resource, and educates school community.
- ☐ **Project Description #2:** An organization serving indigenous communities launches a food initiative where native plants and vegetables are planted, grown, harvested, prepared, and delivered to urban Indigenous communities in need. Culturally relevant education and outreach events for the Indigenous community are provided year-round as well. The project builds community leadership, supports a sustainable local food system and builds healthy soil.
- ☐ **Project Description #3:** An organization partners with a cultural hub to shape and implement a proposal to restore a creek in their community. This project simultaneously protects natural resources and biodiversity and gives community members the opportunity to build new skills, implement their own solutions, and address larger social issues impacting them.
- ☐ **Project Description #4:** An organization or community group develops and administers a food justice training program where youth and young adults learn about the food system and challenges in their community, develops recommendations to present to elected officials and other decision makers, while developing a raised garden bed to grow food for communities in need. This project educates and builds the leadership of young people on food justice issues and helps them acquire critical advocacy skills for future employment.
- ☐ **Project Description #5:** To increase tree canopy and improve soil quality, a community group partners with an organization to plant and maintain trees on the grounds of a nearby community hub. Through this effort, they host educational events that celebrate local culture while increasing awareness of the benefits trees provide. The project also improves environmental conditions important to the community, such as climate preparedness, air quality, and urban canopy.

## Virtual Information Sessions

Join a virtual information session to learn more about the fund, the qualities of a strong proposal, the application and review process and to ask any questions you may have.

A recording of the session will be available on [KCD's website](#).

RSVP for an information session by clicking on the links below	
<b>Session 1:</b> Tuesday, January 18, 2022 Time: 5:30-6:30 pm <a href="#">Click here to register for this event</a>	<b>Session 2:</b> Wednesday, January 26, 2022 Time: 12:00-1:00 pm <a href="#">Click here to register for this event</a>



## Funding Decisions & Criteria

The Grant Review Committee, made up of City of Seattle staff with a background in environmental justice and the natural resource areas featured in this grant program will review applications for purpose and clarity, alignment with the City's environmental justice priorities (see Seattle's [Equity & Environment Agenda](#)), KCD's natural resource improvement goals, community benefits, feasibility, and budget. The following criteria will be used:

### Project Description

- The project has clear and demonstrable natural resource improvement outcomes.
- The project has clear and demonstrable environmental justice outcomes.
- The project addresses a community identified problem or need.
- The project activities and timeline are reasonable and sufficient to achieve the expected outcomes.
- The budget is reasonable to carry out the scope of work.
- The landowner letter of permission was submitted (if applicable).

### Priority Communities

- The project benefits Black, Indigenous, People of Color, immigrants, refugees, people with low incomes, youth and elders.

### Capacity Building

- The project increases the capacity of Black, Indigenous, People of Color, Immigrants, refugees, people with low incomes, youth and elders to design and implement activities that have beneficial environmental justice outcomes for their communities.
- Members of the communities served are meaningfully engaged in planning, leading, and implementing the project.
- The project strengthens or deepens networks, relationships and/or partnerships within and among communities of Black, Indigenous, People of Color, immigrants, refugees, people with low incomes, youth and elders

### Internal Equity

- The applicant demonstrates their ties to the community.
- Organizational and/or project leadership comes from and reflects the communities being served.
- Project leadership has the skills, resources, and knowledge needed to successfully implement the project.

### Other Considerations

Geographic spread of projects (within City of Seattle limits), spread of natural resources addressed, innovative approaches, etc.

## Application Timeline

<b>Funding Opportunity Announced</b>	January 10, 2022
<b>Virtual Information Sessions</b>	
Session 1: Tuesday, January 18, 2022 Time: 5:30-6:30 pm <a href="#">Click here to register for this event</a>	Session 2: Wednesday, January 26, 2022 Time: 12:00-1:00 pm <a href="#">Click here to register for this event</a>
<b>APPLICATIONS DUE BY 11:59pm PST</b>	<b>February 4, 2022</b>
<b>Virtual Interviews</b> <i>Some applicants may be asked to give a virtual interview or presentation about their project, if the review team determines they need more information or clarification about their proposal.</i>	March 21 – April 1, 2022
<b>Application Review</b>	April 2022
<b>Applicants notified of decisions by email</b>	May - June 2022



# Landowner Incentive Program

## Rural Forest Stewardship Practices

Forest Health Management  
Hedgerow

## Shorline Practices

Aquatic Area Buffer Plantings  
Aquatic Area/Buffer Building Relocation  
Freshwater/Marine Bulkhead Removal  
Buffer Fencing  
Stream Crossings

## Farm Practices

Aquatic Area Buffer Plantings  
Aquatic Area/Buffer Building Relocation  
Cover Crop  
Buffer Fencing  
Heavy Use Protection Area  
Pasture Health Management  
Roof Runoff Structure  
Stream Crossings  
Subsurface Drain  
Waste Storage Facility  
Watering Facility

King Conservation District's Landowner Incentive Program promotes good stewardship of our shared natural resources by helping land managers pay for Best Management Practices (BMPs) on their land.



Forest Health Management



Riparian Forest Buffer



Pasture Health Management

Contact [laura.redmond@kingcd.org](mailto:laura.redmond@kingcd.org) or call 425-282-1908/425-773-9189.

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# Landowner Incentive Program Key Points



- Any cooperator within KCD's service area may apply.
- Refunds 50% to 90% of project costs.
- Applicants *must* be currently working with KCD technical assistance staff and/or, depending on the practice, have a Farm Conservation Plan or Forest Stewardship Plan. To request technical assistance or to inquire about planning services please visit: <https://kingcd.org/contact/>.
- Applicants may only apply for one Best Management Practice at a time (exceptions apply). Cooperators must complete and receive reimbursement for practice before new applications will be considered.
- No reimbursements will be made for purchases made before the acceptance letter is received.
- In-kind labor and machinery use is eligible for reimbursement.



Roof Runoff  
Structure &  
Heavy Use  
(Sacrifice) Area



Forest Health  
Management



Waste Storage  
Facility



Cover Crops



Stream Crossing

Contact [laura.redmond@kingcd.org](mailto:laura.redmond@kingcd.org) or call 425-282-1908/425-773-9189.

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Native plants recently planted by the King Conservation District in the backyard of Don and Janet Crawley's house in Auburn. The native plants replaced invasive species to provide better habitat and erosion prevention on the bank of the Green River. Photo by Henry Stewart-Wood/Sound Publishing

# Auburn homeowners help to restore the Green River

ADVERTISEMENT

Janet and Don Crawley replaced invasive species with native plants.

By Henry Stewart-Wood

Saturday, December 4, 2021 5:30am | **NEWS** **NORTHWEST**

Last year, when Don and Janet Crawley moved into their home on the Green River in Auburn, they fell in love with the natural beauty of the river in their backyard. They could look outside and see salmon jumping in the river.

There was just one problem — English ivy, Himalayan blackberry bushes and their grass lawn looked unnatural on the riverbank.

The Crawleys are concerned about the environment and knew something should be done about the invasive species in their backyard.

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“We were trying to figure out what to do, just because we didn’t know how to take care of property adjoining a river,” Don said.

They started researching how to take care of riverfront property and came across the King Conservation District’s website about the Riparian Habitat Improvement Program. Don and Janet contacted Ashley Allan, the program coordinator, and began talking about making improvements to their backyard to make it better for the river and wildlife, Don said.

“We were really interested in working with King Conservation, with Ashley and her program because they talked about restoring all of this to help with the birds and the salmon and the river ecology, and that’s really important to us,” Janet said.

Allan's program essentially removes invasive plant species such as English ivy and Himalayan blackberries on riverbanks and replaces them with native species.

Invasive species have two main negative effects on river ecosystems, Allan said. The first is that they aren't good food sources for animals when compared to native plants. The animals and plants that are native to this area evolved together over millennia so animals actually prefer native species, Allan said.

"There's actually been studies that show if given the choice between fruits on a native plant versus those on an invasive plant, our native fauna will actually prefer the native plants," Allan said.

The second negative effect invasive plants have on river ecosystems is erosion, Allan said. The root systems of invasive plants like ones in the Crawleys' backyard aren't as deep or complex as the root systems of native plants.

"Although English Ivy was covering the bank, there was erosion happening, we just can't see it," Allan said.

Around this time last year the Crawleys and Allan began making a plan on how to improve the Crawleys' backyard. They had three goals in mind for the project: improve the soil stability of the bank to reduce erosion, increase habitat value for fish and wildlife, and make their backyard enjoyable.

"One of the things we really appreciated about working with Ashley was she really recognized that there were some human needs here too," Don said. "Ideally for habitat purposes, we'd get rid of the lawn, but we kind of wanted a little lawn left, so she was willing to work with us on that."

With all of those goals in mind, Allan's team got to work removing the invasive species and planting native ones. They planted over 200 native plants across the back quarter of the Crawleys' backyard, Allan said. Some of the species planted include red osier dogwood, evergreen groundcover, snowberries and sword ferns.

They intentionally selected plants that flower and fruit at different times of the year to provide birds and other animals year-round food, Allan said. For example, the snowberry plants hold on to their white berries through the winter, whereas most other plants drop their berries.

Allan and her team chose the position of plants with views in mind. For instance, they

placed the taller plants lower on the riverbank so they wouldn't obstruct the view as much, Allan said.

They left a corridor of grass that leads to a patch of grass right on the riverbank so the Crawleys can still enjoy their view, Don said.

Allan's program offers services to anyone who owns land that has an aquatic ecosystem on it, whether it be a wetland, a pond or the Green River, Allan said.

With most projects, Allan and her team provide the homeowners with resources and information and let them do the actual yard work and planting. However, in some cases, such as the Crawleys, the project calls for more work than the homeowners are able to complete, in which case Allan's team takes over.

"In special cases, like this one where the landowner is interested in more assistance from KCD where it's something where they don't think they can do the work on their own and KCD sees a lot of value in the project, that's where KCD can partner to offer the funding and project installation assistance," Allan said.

The Crawleys' desire to improve their backyard came from a feeling of duty to preserve nature, they said.

"I have a desire to be an active part of preserving nature, so a huge amount of my interest is doing things to restore it," Janet said. "I wanted it to help provide a future for the salmon and the wildlife."

They also see this as an opportunity to do their part in combating climate change, Don said.

"It's easy to get overwhelmed thinking about climate change and the mess that parts of the environment are in, and when you get overwhelmed by that you think, well what can I do?" Don said. "This is something that it's not a little thing, it's not a huge thing, but it's certainly more than a little thing that can be our contribution to solving that problem."

Although they've already planted over 200 plants, there's still more work to be done, Allan said. Currently, all of the plants are planted in rows right in the grass. Soon they will lay down cardboard and mulch to kill off the grass and help the plants grow, Allan said.



If you're interested in learning more about improving your backyard, visit the King Conservation District website at <http://kingcd.org>.

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## Talk to us

Please share your story tips by emailing [editor@auburn-reporter.com](mailto:editor@auburn-reporter.com).

To share your opinion for publication, submit a letter through our website <https://www.auburn-reporter.com/submit-letter/>. Include your name, address and daytime phone number. (We'll only publish your name and hometown.) Please keep letters to 300 words or less.



Don Crawley, Janet Crawley, their grandson Henry and Ashley Allan pose for a photo in front of the Green River in the Crawleys' backyard. The Crawleys worked with Allan to improve the habitat by planting native species in their backyard. Photo by Henry Stewart-Wood/Sound Publishing

## Recommended for You