

# West Maui Community Plan

## 1. Action Ranking Guide

### Instructions

Within this packet you will find three items.

1. Action Ranking Guide: (this document) including instructions and ranking criteria.
2. Ranking Tool: includes all actions recommended by CPAC to date, organized by goal.
3. Supplemental Information: includes all actions recommended by CPAC to date along with information regarding lead agencies, partners, funding needed and potential sources.

Using these three items, you will rank each action by putting a mark in the appropriate column in the Ranking Tool. You have the option of ranking an action as either low, medium, or high priority. We have also included an option for deleting an action, if a CPAC member does not feel that the item should be included in the plan. **Please rank all of the actions and do not leave any items without a ranking.**

### Ranking Criteria

To help you rank your actions, the Planning Department is asking that you consider the following questions.

1. Will the action address an urgent issue?
2. Is the action required for public health and safety?
3. Is the action required by legal mandate?
4. Is the action required to prevent the loss of an irretrievable resource?
5. Will the action benefit the majority of the community?
6. Will the action significantly improve the quality of life of West Maui residents?
7. Is the action required for other actions to be initiated?
8. Is the action already funded?
9. Does the action have multiple benefits?

For each action, consider the questions above. To help you rank, below is a helpful tool to make your decision.

- If the answer is “yes” to **seven or more questions**, the action is likely a **high priority**.
- If the answer is “yes” to **five to seven** of the questions, the action is likely a **medium priority**.
- If the answer to **fewer than five** questions is “yes,” this action is likely a **low priority**, or perhaps could be **considered for removal** by CPAC.

Use your best judgment, based on what you’ve heard at previous CPAC meetings and in your community to help guide your selections.

### Deadline

**Please bring your completed Ranking Tool to the CPAC meeting on February 18.** If you will not be at the February 18 meeting, make arrangements with staff to get your completed ranking to them sometime that week. Our ability to provide you with the results depends on your ability to meet this deadline.

## Frequently Asked Questions

- **The packet doesn't have some information I need to make a decision, what do I do?** Despite our best efforts, you won't have complete information in some cases, and many of the numbers provided are best estimates given information available at the time. Please keep in mind that a project's costs will increase over time. Cost estimates for actions that state that the County should "study and implement" include estimated costs for the study, but not to implement the study because the results of the study will determine the implementation activities and costs. Just do your best, and know that you alone are not responsible for ranking these actions (see the next question).
- **How will my rankings be used?** Your rankings will be combined with the rankings of the other CPAC members to provide a consolidated ranking tool to help you begin your discussion. Items will be ranked highest to lowest. The results of this ranking are not set in stone and CPAC will be able to discuss the results and make adjustments as necessary after discussion.
- **What happens if I suggest removing an action?** That action will be given the lowest score for your ranking and will be combined with the scores of others. If enough people identify an action to be removed, it will appear toward the bottom of the consolidated ranking and CPAC can discuss whether it should remain in the plan or be removed at the March 10 CPAC meeting. No actions will be removed simply as a result of a CPAC member recommending removal. They will only be removed as a result of a discussion and decision from CPAC.
- **What if I think everything is important, or I'm on the fence?** Please, do your best to not rank everything as "high" or indicate something is "medium-high" or "medium-low" by placing a mark that straddles the line between two categories. In the end, the plan will indicate a high, medium, or low priority for each action, so putting your mark somewhere in between will just make more work for Planning Department. When in doubt, go with your gut.
- **What if I want to make edits to the actions?** This is not the time to make edits to the actions. All of the actions in front of you were already recommended by CPAC at previous meetings. We will only record the ranking you gave an action, and we will not record any edits you make to the wording of actions. If you feel strongly that an action should be reworded, you will have an opportunity to recommend changes and add to policies and actions at your March 3 CPAC meeting.