

DEPARTMENT OF LAND MANAGEMENT

DIPATTAMENTON MINANEHAN TĀNO '

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FY 2021 CITIZEN CENTRIC REPORT

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MANAGEMENT



Joseph M. Borja
Director

Virginia R. Flores
Administrative Services Officer

Paul L. Santos
Chief of Cadastre

Celine L. Cruz
Chief Planner

Andrew D. Santos
Deputy Civil Registrar

Margarita V. Borja
Land Administrator

MISSION STATEMENT

- To effectively and efficiently maintain and manage all public lands, taking into consideration the social and economic factors.
- We aim to ensure effective management, regulation and control of land use and developments determined to be in the public's interest and the betterment of its social and economic welfare.

OBJECTIVES and GOALS:

- To operate with positive and dynamic philosophy of working hard, adhering to Guam's laws, and giving each customer an exceptional experience.
- Implement and complete programs established by Public Laws affecting the Department.
- To automate and secure Geographic and Land Information System with the Department.
- Ensure that the Records Division adequately provides for the public demand of Certificate of Title and Abstract Research.
- To address Certificate of Title request in a timely manner.
- Ensure security of Records and implement automation and digitization of all recorded documents.
- To enhance customer service with improved performance standards.
- Provide personnel to other agencies in support of disaster response and relief.
- Provide technological applications of systems that facilitate efficiency.
- Maintain all geodetic survey markers to ensure an accurate cadastral framework.

Performance

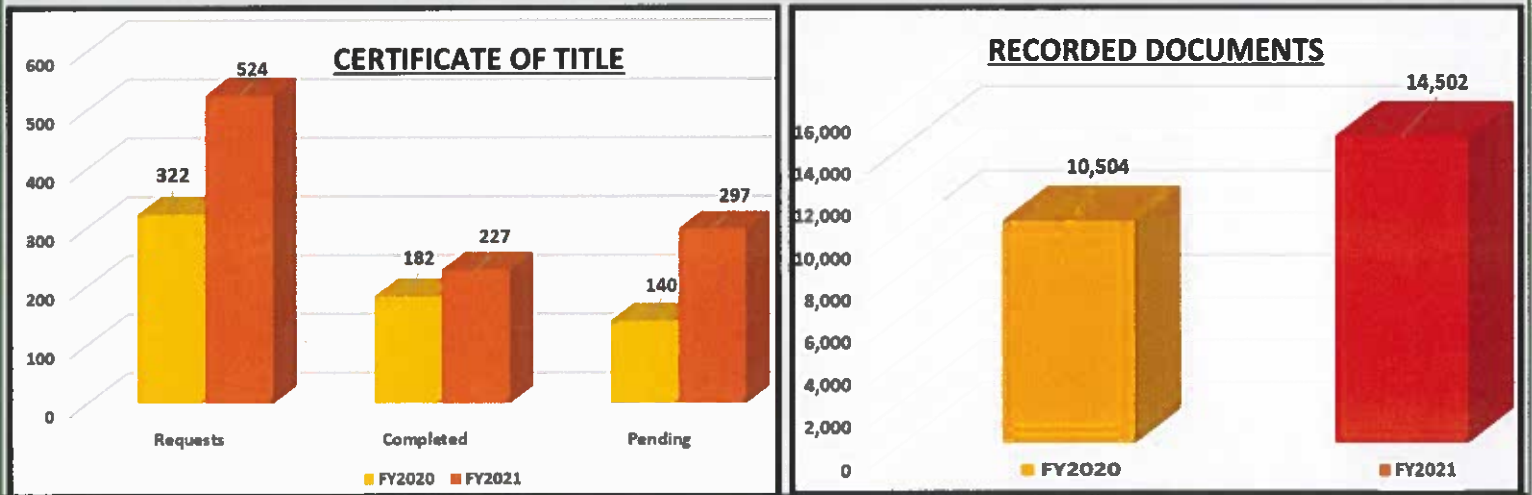
LAND ADMINISTRATION DIVISION

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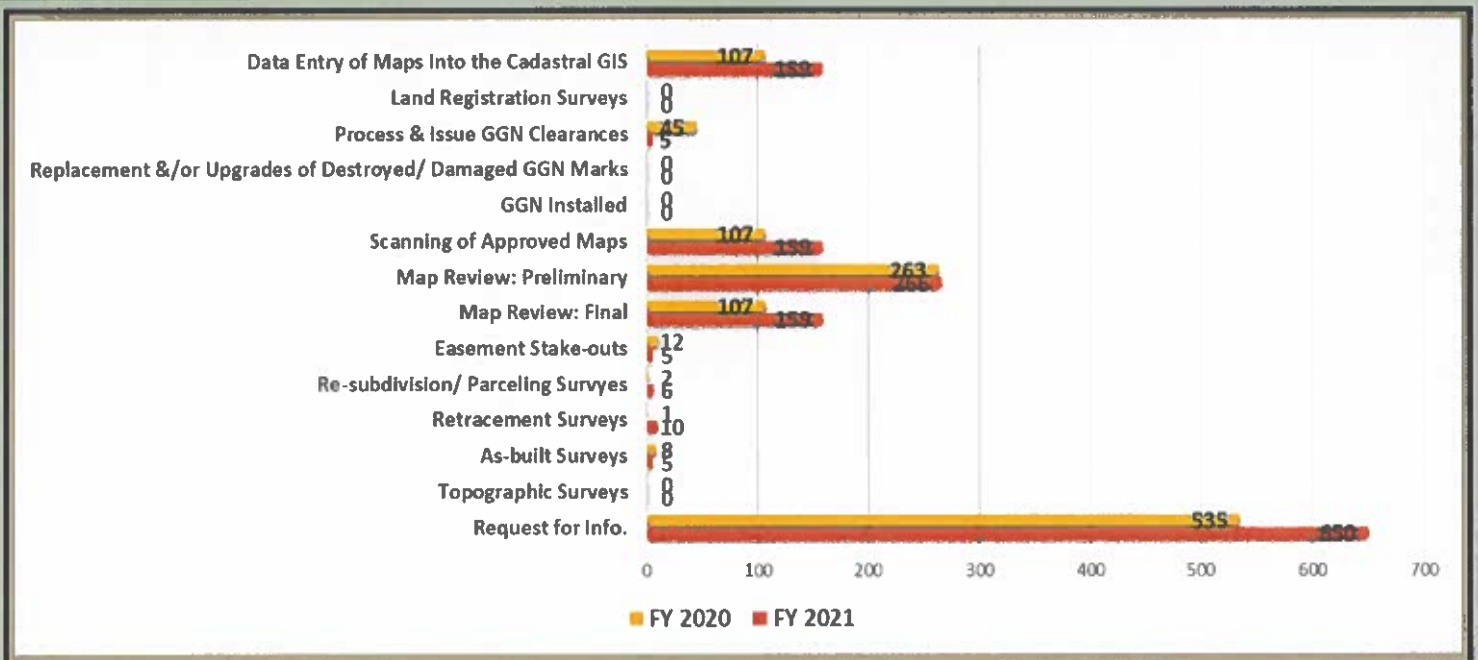
- Executed ten (10) Disposition of Lands pursuant to Public Law
- Processed one (1) License for the Navy
- Conduct Annual Review on Cultural Center Leases, Buffer Strip Leases and Commercial Leases

LAND RECORDS DIVISION

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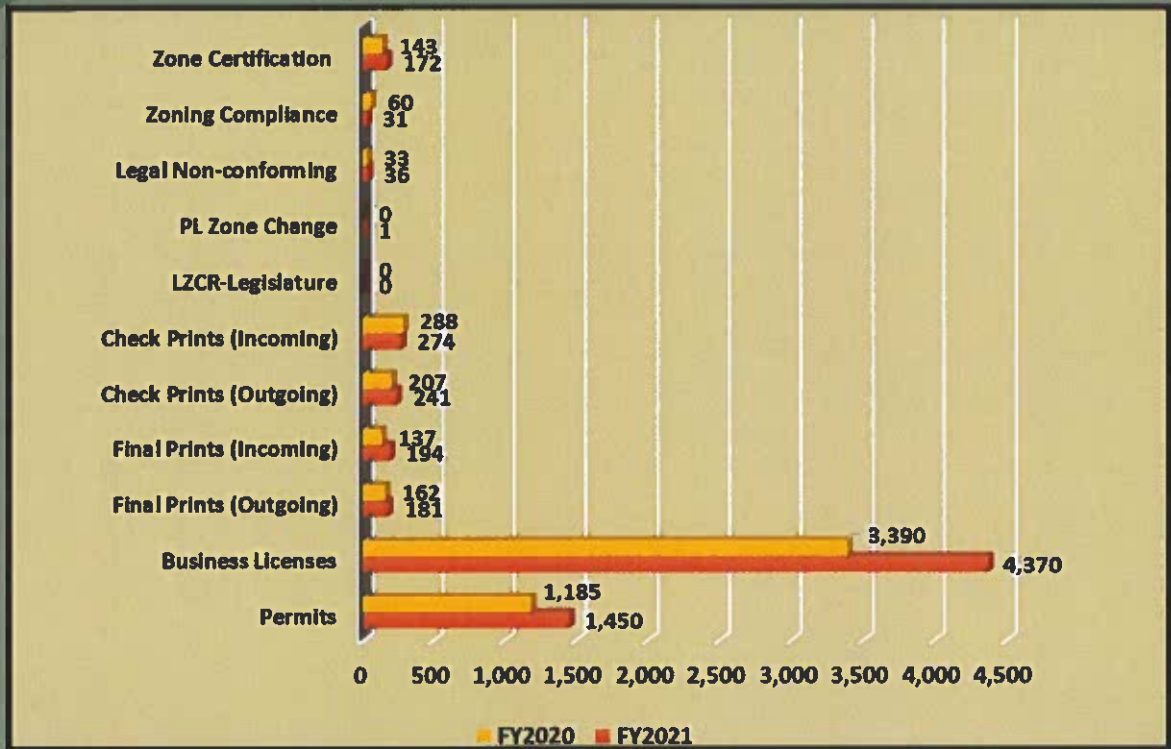


LAND SURVEY DIVISION

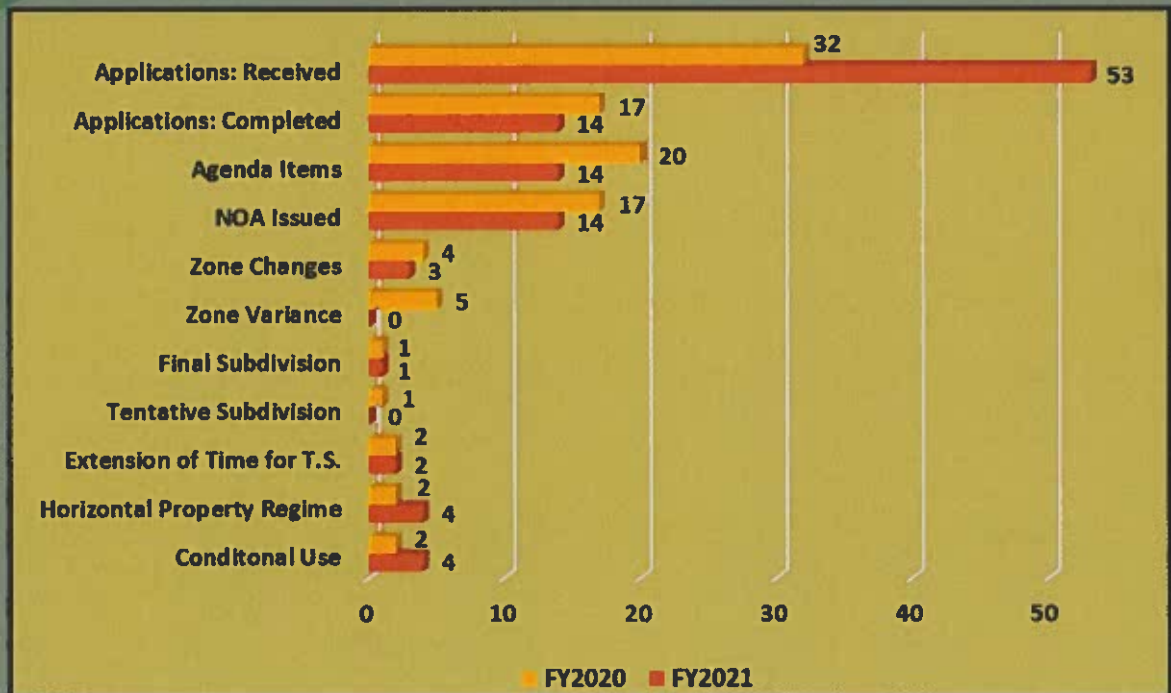


Performance

LAND PLANNING DIVISION

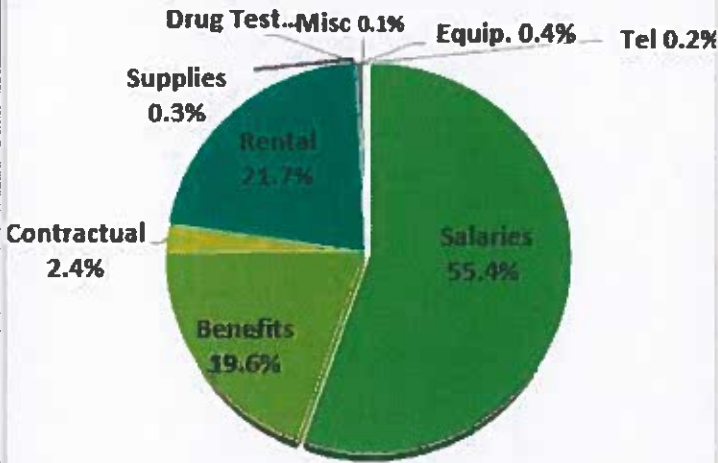


GUAM LAND USE COMMISSION



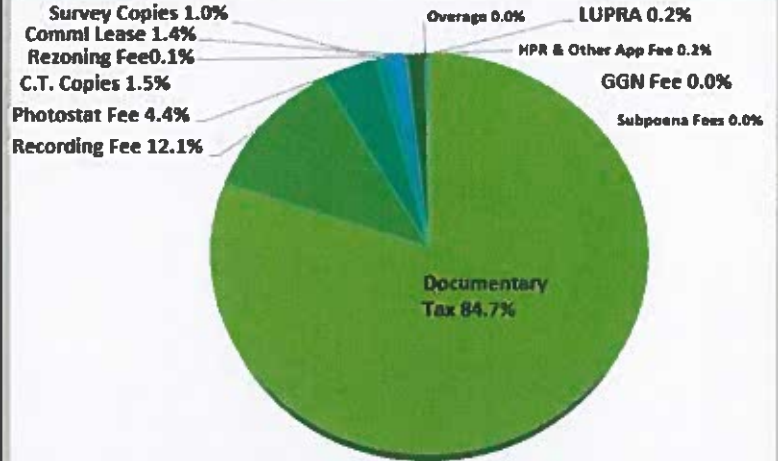
Finances

Land Survey Revolving Fund Expenditures



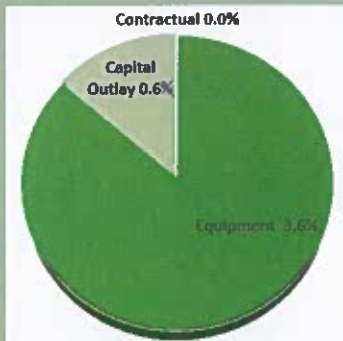
Salaries	\$ 1,727,364.90
Benefits	\$ 609,650.88
Contractual	\$ 75,618.68
Rental	\$ 677,594.13
Supplies	\$ 7,958.05
Drug Testing	\$ 80.00
Equipment	\$ 11,341.65
Miscellaneous	\$ 1,950.00
Telephone	\$ 6,223.17
Grand Total	\$ 3,117,781.46

Land Survey Revolving Fund Revenues



Documentary Tax	\$ 2,640,245.99
Recording Fee	\$ 377,829.48
Photostat Fee	\$ 138,090.38
Survey Copies	\$ 29,988.00
C.T. Copies	\$ 45,957.50
Rezoning Fees	\$ 2,560.00
Subpoena Fees	\$ 45.00
Commercial Lease	\$ 44,875.88
Recording Overage	\$ 7.01
HPR & Other App. Fee	\$ 4,985.75
LUPRA	\$ 5,019.07
GGN Fee	\$ 100.00
Grand Total	\$ 3,289,704.06

TAP Grant Expenditures



Contractual	\$ 184.00
Equipment	\$ 111,331.85
Capital Outlay	\$ 17,671.00
Grand Total	\$ 129,186.85

Future Outlook

DLM continues to struggle without an adequate staffing level. Almost 50% of DLM's staff is eligible for retirement by service and age. DLM has only scanned and digitized approximately 65% of its recorded documents and will be striving to obtain and outsource a contract to scan and digitize the remaining recorded documents. DLM will be hiring and training additional staff for a representative to be stationed at the Business License and Permit Center.

