



DIPATTAMENTON MINANEHAN TANO'
(Department of Land Management)
GUBETNAMENTON GUAHAN
(Government of Guam)



Street Address:
590 S. Marine Corps Drive
Suite 733 ITC Building
Tamuning, GU 96913

LOURDES A. LEON GUERRERO
MAGA'HAGA - GOVERNOR

JOSEPH M. BORJA
DIRECTOR

JOSHUA F. TENORIO
SIGUNDO MAGA'LÄHI - LIEUTENANT GOVERNOR

ROSSANA SAN MIGUEL TISTON
DEPUTY DIRECTOR

Mailing Address:
P.O. Box 2950
Hagåtña, GU 96932

June 25, 2026

Website:
<http://dlm.guam.gov>

Benjamin J.F. Cruz, Public Auditor
Office of Public Accountability
Suite 401 DNA Building
238 Archbishop Flores Street
Hagåtña, Guam 96910

E-mail Address:
dlmdir@land.guam.gov

Subject: FY2024 Citizen-Centric (CCR) Report

Buenas Yan Hafa Adai!

Please see attached FY2024 Citizen-Centric (CCR) report in accordance with P.L. 30-127, Section 2 (a).

If you should have any questions or require additional information, please feel free to contact our office at (671) 649-5263 ext. 600.

Telephone:
671-649-LAND (5263)

Senseramente,

Facsimile:
671-649-5383


JOSEPH M. BORJA

Attachments



DEPARTMENT OF LAND MANAGEMENT DIPATTAMENTON MINANEHAN TANO'

Suite 733 ITC Building 590 S. Marine Corps Drive
Tamuning, Guam 96913
TEL: 671-649-5263 / FAX: 671-649-5383



FY 2024 CITIZEN CENTRIC REPORT OCTOBER 1, 2023- SEPTEMBER 30, 2024

WHO WE ARE:

- The Department of Land Management (DLM) is tasked with ensuring efficient and effective management of land resources, providing public access to land information, and promoting responsible development aligned with Guam's general welfare.

OBJECTIVES AND GOALS:

- 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 requests 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.

MANAGEMENT:

Joseph M. Borja
Director

Rossana San Miguel Tiston
Deputy Director

Virginia R. Flores
Administrative Services Officer

Paul L. Santos
Chief of Cadastre

Celine L. Cruz
Chief Planner

Margarita V. Borja
Land Administrator

Matthew Leon Guerrero
Deputy Civil Registrar

EMPLOYEE PROFILE:

- 35 Employees
 - 7 Limited Term Appointment
- TOTAL EMPLOYEES: 42**



PERFORMANCE

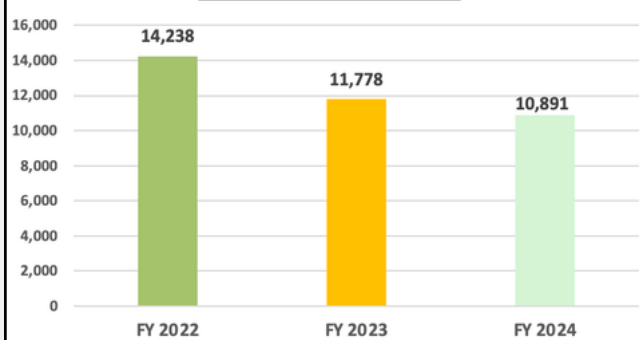
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LAND ADMINISTRATION DIVISION

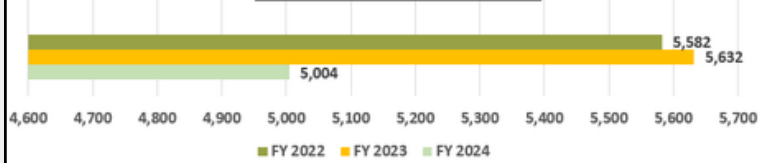
	FY 2022	FY 2023	FY 2024
DISPOSITION OF GOVERNMENT LAND	6	21	15
ACQUISITION OF GOVERNMENT LAND	2	1	1
CULTURAL CENTER LEASES – ANNUAL REVIEW & INSPECTION	4	4	4
BUFFER STRIP LEASES – ANNUAL REVIEW & INSPECTION	3	3	3
COMMERCIAL LEASES – ANNUAL REVIEW & INSPECTION	3	3	3
GOVERNMENT LAND REGISTRATION	1	1	2
CERTIFICATION OF GOVERNMENT LAND	6	6	10
LAND USE PROPERTY RESEARCH	0	8	2

LAND RECORDS DIVISION

RECORDED DOCUMENTS



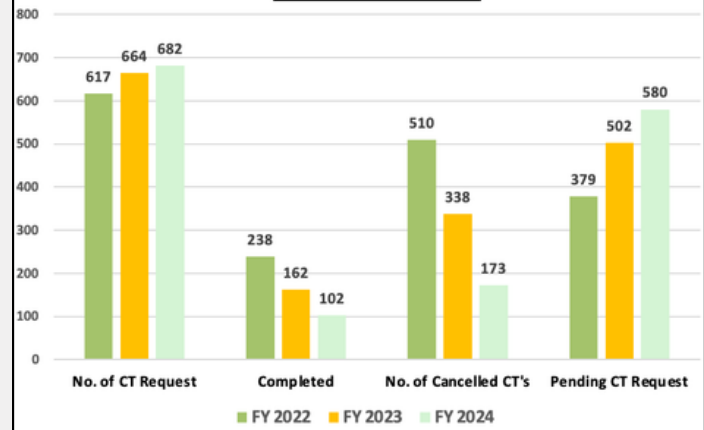
CUSTOMER SERVICE VISITS



LAND SURVEY DIVISION

	FY 2022	FY 2023	FY 2024
DATA ENTRY OF MAPS INTO CADASTRAL GIS	163	222	125
LAND REGISTRATION SURVEYS	1	5	5
PROCESS & ISSUE GGN CLEARANCES	10	15	27
REPLACEMENT &/OR UPGRADES OF DESTROYED/DAMAGED GGN MARKERS	0	0	9
GGN INSTALLED	0	0	7
SCANNING OF APPROVED MAPS	163	222	125
MAP REVIEW: PRELIMINARY	279	235	214
MAP REVIEW: FINAL	163	222	125
EASEMENT STAKE-OUTS	1	3	7
RE-SUBDIVISION/PARCELING SURVEYS	2	2	4
RETRACEMENT SURVEYS	14	14	3
AS-BUILT SURVEYS	13	13	1
TOPOGRAPHIC SURVEYS	1	1	1
REQUEST FOR INFORMATION	343	658	630

CERTIFICATE OF TITLE



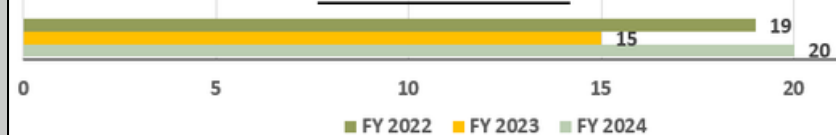
LAND PLANNING DIVISION

In FY 2024, the Division successfully supported multiple public hearings, contributed to inter-agency planning initiatives, and provided technical expertise for legislative and regulatory reviews. These accomplishments were achieved with a lean team, underscoring the Division's commitment, efficiency, and professionalism.

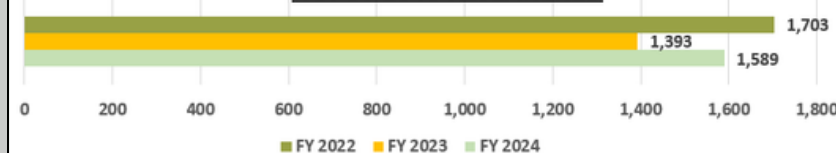
	FY 2022	FY 2023	FY 2024
ZONING CERTIFICATIONS	205	253	296
ZONING COMPLIANCE	6	6	23
LEGAL NONCONFORMANCE	5	1	19
PUBLIC LAW ZONE CHANGES	3	1	3
LAND ZONING CONSIDERATION REPORTS	0	0	0
MAP CHECK PRINTS: IN	331	250	219
MAP CHECK PRINTS: OUT	304	255	188
MAP FINALS: IN	192	204	193
MAP FINALS: OUT	207	269	223
LICENSE CLEARANCES	4,264	4,340	2,021
PERMIT CLEARANCES	1,267	1,216	3,798

LAND USE PROPERTY RESEARCH ADMINISTRATION

PUBLIC HEARINGS



NO. OF LOTS RESEARCHED



GUAM LAND USE COMMISSION

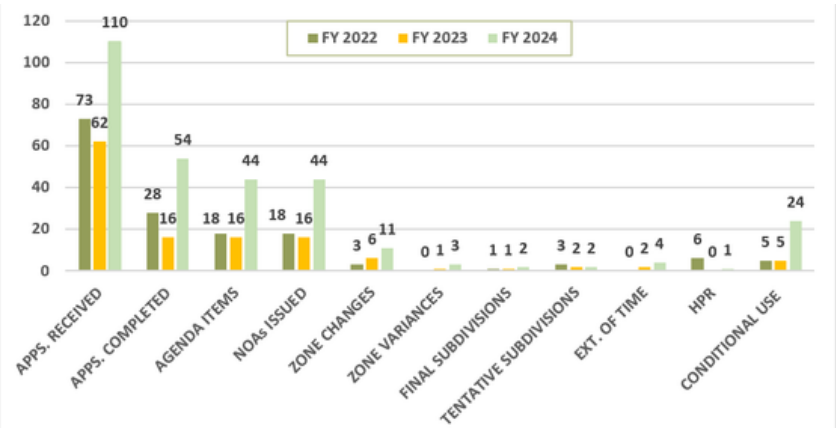
Commissioners:

Anita B. Enriquez
Chairperson

Nonito V. Blas, Jr
Vice Chairman

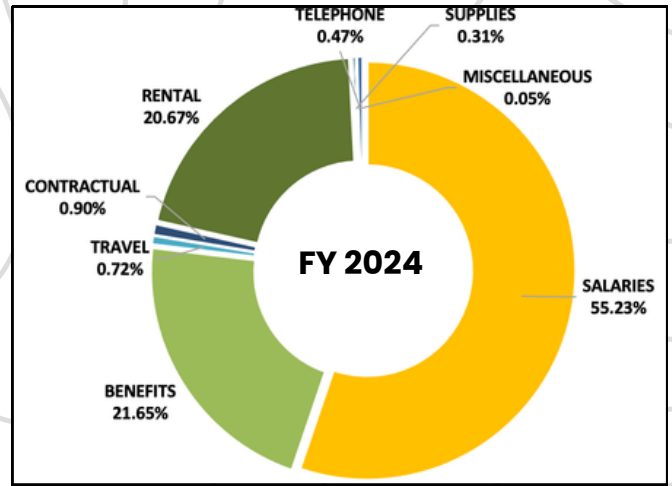
Leilani R. Flores
Commissioner

Ronald C. Pangilinan
Commissioner



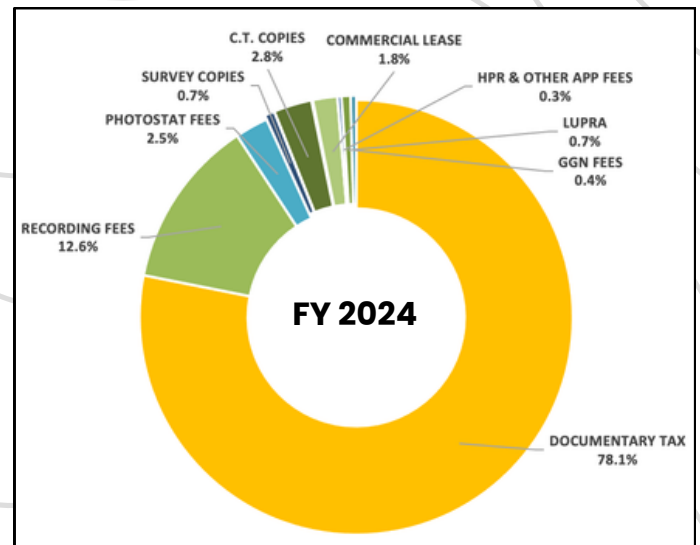
LAND SURVEY REVOLVING FUND EXPENDITURES

	2022	2023	2024
SALARIES	\$ 1,637,071.15	\$ 1,768,442.39	\$ 1,850,418.85
BENEFITS	\$ 797,436.54	\$ 637,861.16	\$ 725,556.81
TRAVEL	\$ -	\$ -	\$ 24,071.92
CONTRACTUAL	\$ 84,707.15	\$ 47,778.74	\$ 30,207.52
RENTAL	\$ 692,664.00	\$ 652,467.00	\$ 692,664.00
SUPPLIES	\$ 10,074.80	\$ 4,903.57	\$ 10,386.48
DRUG TESTING	\$ 160.00	\$ 160.00	\$ 80.00
EQUIPMENT	\$ 13,025.55	\$ -	\$ -
MISCELLANEOUS	\$ 1,900.00	\$ 850.00	\$ 1,650.00
TELEPHONE	\$ 8,951.58	\$ 15,546.89	\$ 15,588.93
TOTAL	\$ 3,245,990.77	\$ 3,128,009.75	\$ 3,350,624.51



LAND SURVEY REVOLVING FUND REVENUES

	2022	2023	2024
DOCUMENTARY TAX	\$ 4,088,511.35	\$ 2,578,317.82	\$ 1,761,799.00
RECORDING FEES	\$ 368,263.50	\$ 322,136.00	\$ 284,991.00
PHOTOSTAT FEES	\$ 146,990.50	\$ 118,763.00	\$ 55,863.50
SURVEY COPIES	\$ 26,640.00	\$ 24,406.25	\$ 16,315.50
C.T. COPIES	\$ 52,261.00	\$ 65,494.00	\$ 63,809.00
REZONING FEES	\$ 5,120.00	\$ 642.00	\$ 1,428.00
SUBPOENA FEES	\$ 35.00	\$ 175.00	\$ -
COMMERCIAL LEASE	\$ 39,665.07	\$ 38,465.04	\$ 41,082.29
RECORDING OVERAGE	\$ 6.00	\$ 2.50	\$ -
HPR & OTHER APP FEES	\$ 6,617.33	\$ 5,720.55	\$ 6,353.00
LUPRA	\$ 5,958.20	\$ 5,081.11	\$ 14,955.50
GGN FEES	\$ 1,150.00	\$ -	\$ 9,100.00
GRAND TOTAL COLLECTED	\$ 4,741,217.95	\$ 3,159,203.27	\$ 2,255,696.79



FUTURE OUTLOOK FOR 2025

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Revenues: DLM looks to maintain the level of Revenue for the Land Survey Revolving Fund between 2.2 to 2.4 million.

Expenditures: While salaries and benefits account for 76% of expenditures, we will still strive to increase our staffing level and salaries. DLM has 7 limited term appointment employees who will be transitioned into permanent positions through attrition. These positions were funded by ARPA training funds provided to DLM by the Office of the Governor.

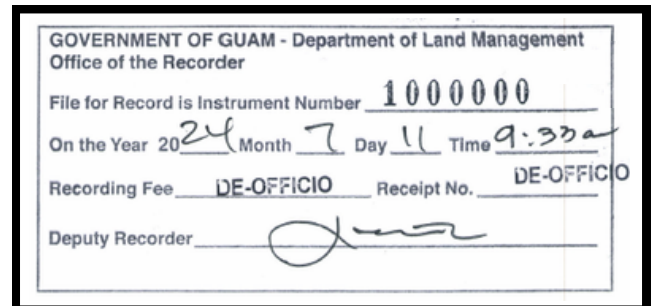
Rental: (Office Space) rental remains DLM's 3rd largest expenditure, renting a private building on government land.

Travel (Training): FY2025 will see an increase in travel for training as DLM staff will be participating in GIS training and PLANNERS' conferences off-island.

Equipment: Procuring Updated computer remains a challenge due to procurement issues and coordination with OTECH on the types and level of equipment to purchase as well as the type of positions to recruit for.. Presently DLM only has one computer/ information Technology staff.

*The Records Division is still challenged in getting out certificates of titles in a timely manner due to staff level and inexperienced staff especially in trusts review and returned federal excess lands. An increase in staff level and training is on-going.

2024 HIGHLIGHTS



On July 11, 2024, the Department of Land Management recorded and processed the 1,000,000th document. This milestone marked a significant achievement for the department, reflecting our commitment to diligent record-keeping, efficient document management, and the continuous improvement of our services.



Director Borja moderates during the 9th Assembly of Planners Symposium on August 8, 2024



DLM Public Hearing held on June 25, 2024 at the Dededo Senior Citizen Center



<https://dml.guam.gov>



Guam Department of Land Management Youtube Channel