



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



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

LOURDES A. LEON GUERRERO  
MAGA'HAGA - GOVERNOR

JOSEPH M. BORJA  
DIRECTOR

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

JOSHUA F. TENORIO  
SIGUNDO MAGA'LÁHI - LIEUTENANT GOVERNOR

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

April 04, 2024

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

**Subject: Citizen-Centric (CCR) Reports**

E-mail Address:  
[dlmdir@land.guam.gov](mailto:dlmDir@land.guam.gov)

Buenas Yan Hafa Adai!

We have reviewed DLM'S submittal of CCR's back to 2009. DLM has not found CCR's for FY2012 and FY2013, present staff do not know if they were prepared.

We also found that the FY2021 CCR although prepared, DLM records do not show transmittal to the OPA.

Please find attached the CCR for FY2021.

If you should have any questions or require additional information, please call Myrna Leon Guerrero at (671) 649-5263 ext. 601.

Senseramente,



JOSEPH M. BORJA

Attachments





# DEPARTMENT OF LAND MANAGEMENT

DIPATTAMENTON MINANEHAN TĀNO '

Suite 733 ITC Building 590 S. Marine Corps Drive

Tamuning, Guam 96913

TEL: 671-649-5263 / FAX: 671-649-5383



## FY 2021 CITIZEN CENTRIC REPORT

**TABLE OF CONTENTS:** 1– About Us 2– 3 Performance 4- Finances 4- Future Outlook

### 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

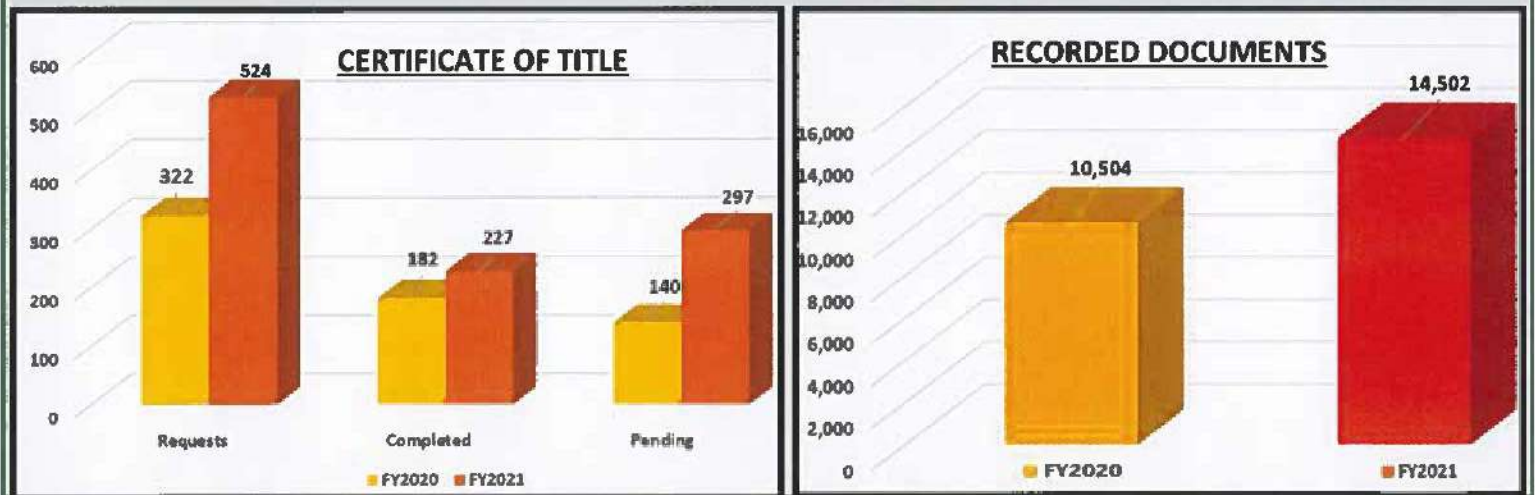
## LAND ADMINISTRATION DIVISION

### LAND ADMINISTRATION DIVISION

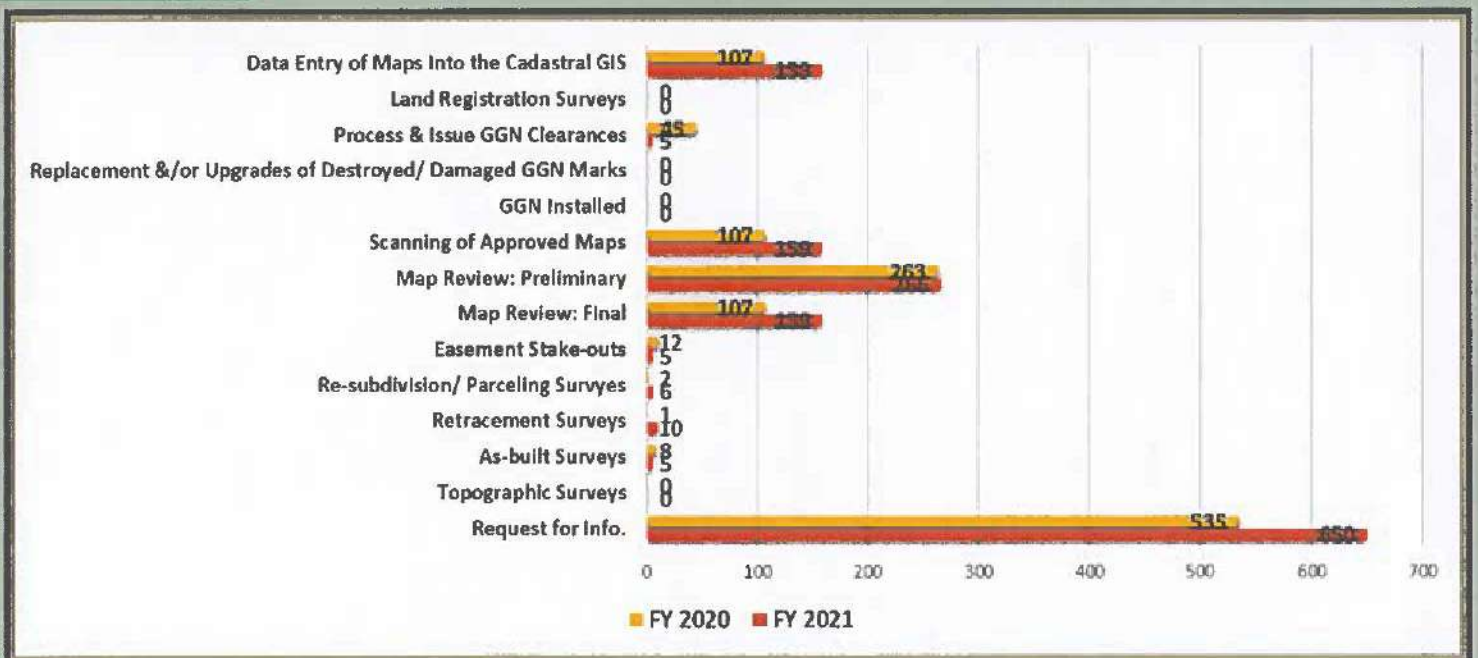
- Executed ten (10) Disposition of Lands pursuant to Public Law
- Processed one (1) License for the Navy
- Conduct Annual Review on Cultural Center Leases, Buffer Strip Leases and Commercial Leases

## LAND RECORDS DIVISION

### LAND RECORDS DIVISION

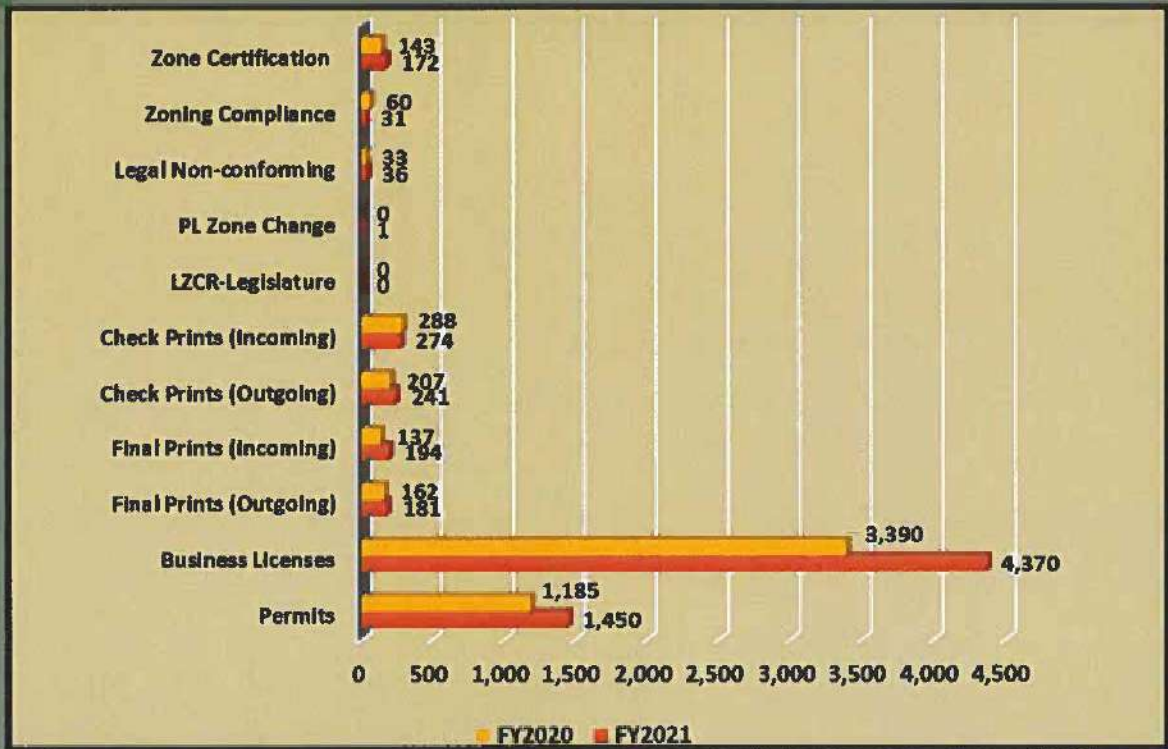


## LAND SURVEY DIVISION

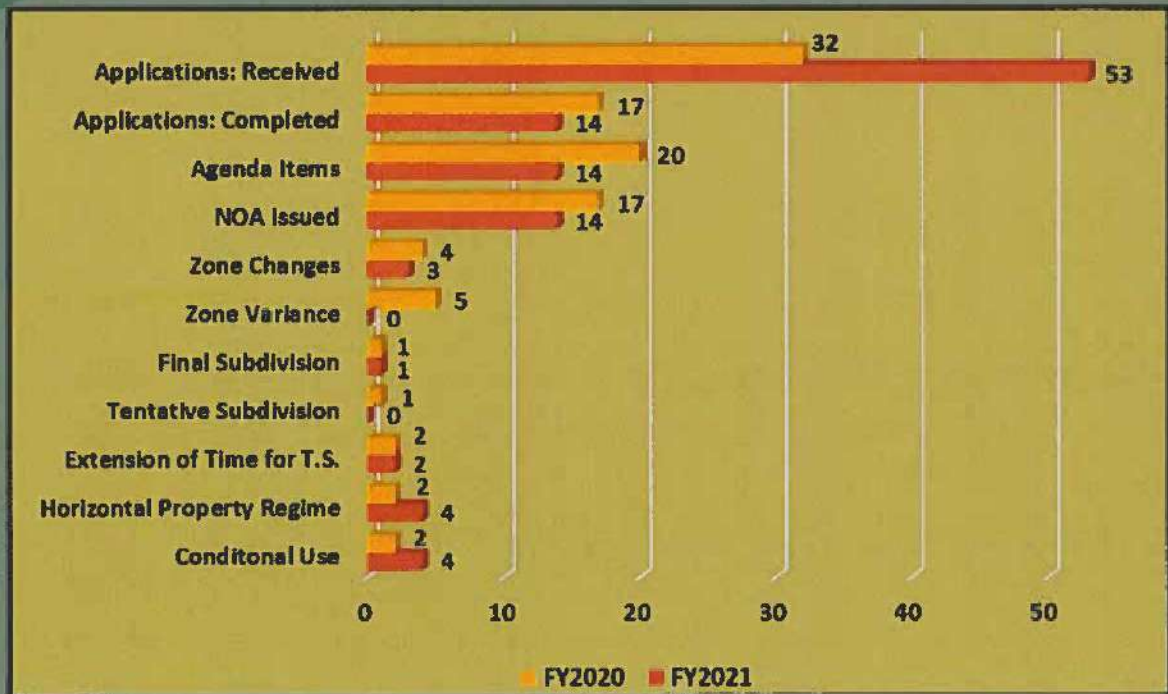


# Performance

## LAND PLANNING DIVISION



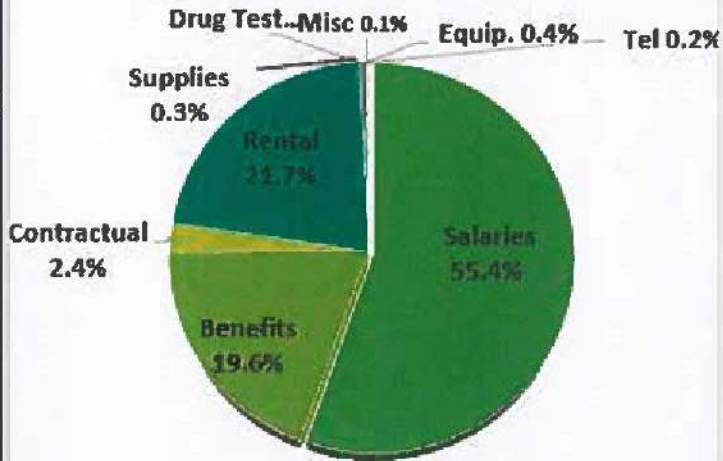
## GUAM LAND USE COMMISSION





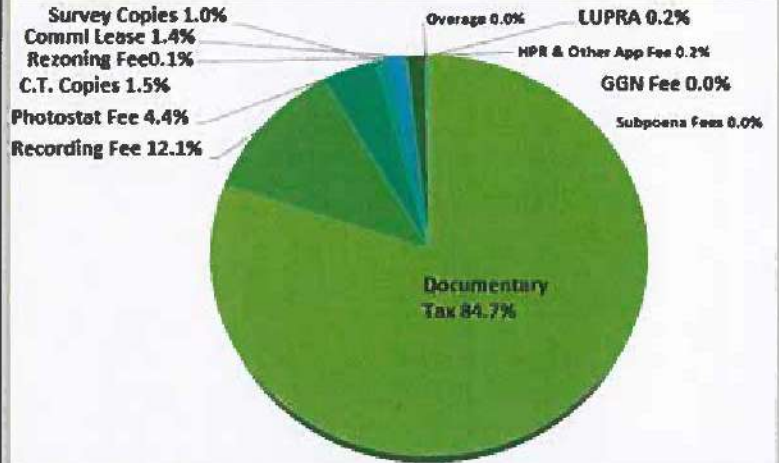
# Finances

## Land Survey Revolving Fund Expenditures



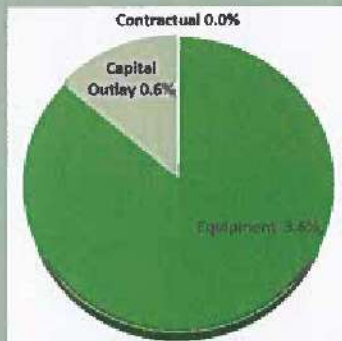
Salaries	\$ 1,727,364.90
Benefits	\$ 609,650.88
Contractual	\$ 75,618.68
Rental	\$ 677,594.13
Supplies	\$ 7,958.05
Drug Testing	\$ 80.00
Equipment	\$ 11,341.65
Miscellaneous	\$ 1,950.00
Telephone	\$ 6,223.17
<b>Grand Total</b>	<b>\$ 3,117,781.46</b>

## 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
<b>Grand Total</b>	<b>\$ 3,289,704.06</b>

## TAP Grant Expenditures



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

## 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.





Leonanie Leon Guerrero &lt;lleonguerrero@guamopa.com&gt;

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**FW: DLM Citizen Centric Reports**

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**Darline Enaligo** <Darline.Enaligo@land.guam.gov>  
To: "lleonguerrero@guamopa.com" <lleonguerrero@guamopa.com>

Wed, Sep 4, 2024 at 10:44 AM

Hafa Adai Leonani,

I am forwarding the email I sent in April 2024 with the CCR for FY2021 attached. For your record.

Thank you,

**Darline L.S. Enaligo**

**Department of Land Management**

**(671) 649-5263 ext. 612**

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**From:** Darline Enaligo  
**Sent:** Friday, April 5, 2024 3:03 PM  
**To:** OPA ([admin@guamopa.com](mailto:admin@guamopa.com)) <[admin@guamopa.com](mailto:admin@guamopa.com)>  
**Cc:** Joseph M. Borja <[Joseph.Borja@land.guam.gov](mailto:Joseph.Borja@land.guam.gov)>; Myrna Leon Guerrero <[Myrna.LeonGuerrero@land.guam.gov](mailto:Myrna.LeonGuerrero@land.guam.gov)>; Celine Cruz <[Celine.Cruz@land.guam.gov](mailto:Celine.Cruz@land.guam.gov)>; Sonega I. Gogue <[Sonega.Gogue@land.guam.gov](mailto:Sonega.Gogue@land.guam.gov)>; Virginia R. Flores <[Virginia.Flores@land.guam.gov](mailto:Virginia.Flores@land.guam.gov)>  
**Subject:** DLM Citizen Centric Reports

Hafa Adai,

Please find the Department of Land Management Citizen Centric Report attached here.

Thank you and Have a great day.

**Darline Enaligo**

**Department of Land Management**

**671-649-5263 Ext. 612**

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 **Citizen Centric Reports .4.05.24.pdf**  
391K



Speaker Therese M. Terlaje <speaker@guamlegislature.org>

**DLM CCR FY2021**

**Myrna Leon Guerrero** <Myrna.LeonGuerrero@land.guam.gov>

Mon, Aug 12, 2024 at 4:24 PM


To: Speaker's Office <speaker@guamlegislature.org>

Cc: "Joseph M. Borja" <Joseph.Borja@land.guam.gov>, "Virginia R. Flores" <Virginia.Flores@land.guam.gov>

Hafa Adai,

Please see attached CCR FY2021.

Respectfully,

Doc Type: 37GL-24-2540  
OFFICE OF THE SPEAKER  
THERESE M. TERLAJE  
Aug 12, 2024  
Time: 4:24 PM  
Received: 



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Word Processing Secretary II  
Director's Office  
P.O. Box 2950  
Hågatña, GU 96932  
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Tel.: (671) 649-5263 Ext. 601

 **ccr fy2021.pdf**  
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