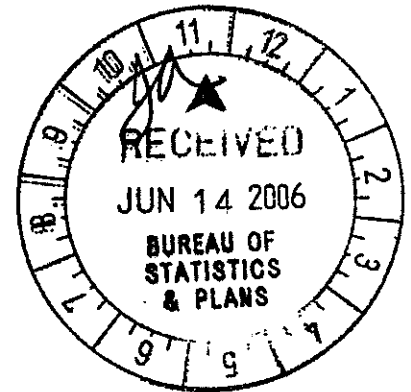


DEPARTMENT OF LAND MANAGEMENT
Joseph M. Borja, Director
Victor Gaza, Deputy Director

June 13, 2006



To: Alberto "Tony" Lamorena V
Acting Director
Bureau of Statistics and Plans

Frank Blas, Jr.
Military Impact Group

From: Department of Land Management

Re: REPORT - Comprehensive Integrated Master Plan on Increase
in Military Presence

1. **SERVICES PROVIDED BY DLM:**

➤ **Land Administration**

- Acquisition and Disposition of Government Lands
- Administration of land programs
- Research information for Government of Guam agencies
- Identify Government lands for government projects
- Coordinate land exchanges between private and government landowners
- Coordinate to provide relief to landlocked public and private parcels

➤ **Planning**

- Review applications for changing land use
- Review building permits to insure proper use

➤ **Survey**

- Review private maps for compliance
- Provide survey services for Government agencies
- Provide survey services for government lands

➤ **Information Technology**

- Provide information technology services to DLM
- Provide information technology services to the public

➤ **Records**

- Provide archive and library services for public documents
- Certify title of private and [public properties

➤ **Department In General**

- Provide information about land to the public in general and to Government of Guam agencies in particular
- Land register Government of Guam claimed lands

2. **DLM STAFFING LEVEL:**

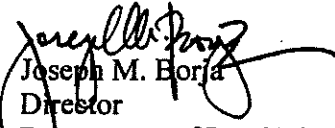
Current Staffing Level: 42 employees
Actual Staffing Level: 105 employees (63 vacancies)
Director's Office- 6 employees
Land Administration- 3 employees
Records- 9 employees
Survey- 14 employees
Planning- 9 employees
Information Technology - 1 employee

DLM has 2 employees from the Planning Division on military leave, bringing our staff level to 40 working employed. On June 30, DLM will lose 5 more employees (4 AHRD employees and the Deputy Director). These absences will bring the staff level to 35 working employees. According to our current staffing pattern, we have 63 vacancies listed.

On July 1st DLM staffing level will be at 33%. DLM has already developed a staffing plan to address an anticipated increased indirect need for DLM services.

3. **AREAS OF CONCERN:**

DLM anticipates the increased military presence will increase development, construct infrastructure, increase real estate activity and grow the economy. All these issues affect and effect segments of the business community that require services from the Department of Land Management. These projections will have a definite effect on the workload of our department, most notably in our Records, Survey, and Planning Divisions. It is imperative that lower level entry positions needing training, experience and institutional knowledge from senior staff members before retirement. In the next 3 years DLM stands to lose 8 to 12 employees to retirement. DLM will not be affected directly, but rather indirectly. Employees' workload will increase significantly. As you can see DLM already operates with personnel deficiencies in every Division handling the current workload. I hope this information helps in providing a final report.


Joseph M. Borja
Director
Department of Land Management