

ABSTRACT

Resolution No. 0041

This resolution approves the creation of a fee schedule for Doorway (Program) by the Bay Area Housing Finance Authority for the purpose of providing a package of listing related services on the Doorway platform, such as online and paper application processing, lottery management, and applicant communications; delegates authority to the Executive Director or designee to collect fees from program applicants and take such actions as are necessary or convenient for the implementation of the adopted fee schedule; and finds that creation of a fee schedule for the Program is exempt from further environmental review under CEQA Guideline 15061(b)(3) because it can be seen with certainty that there is no possibility that the adoption of these fees may have a significant effect on the environment.

Further discussion of this subject is contained in the attached Summary Sheet dated August 12, 2026, for the BAHFA Oversight Committee.

RE: Approval of a Fee Schedule for the Doorway Program; Delegation of Authority to the Executive Director or Designee to Collect Fees From Owners and Operators; CEQA Determination: Exempt Pursuant to CEQA Guideline 15061(b)(3)

BAY AREA HOUSING FINANCE AUTHORITY (BAHFA)

RESOLUTION NO. 0041

WHEREAS, BAHFA's mandate is to create new financing tools, policy initiatives and collaborative partnerships across the nine-county Bay Area to promote housing affordability and address the region's housing crisis; and

WHEREAS, BAHFA's particular focus is advancing the "3Ps": protection of current residents to avert displacement; preservation of existing housing affordable to lower- and middle-income residents; and production of new housing; and

WHEREAS, BAHFA has created Doorway (the "Program") to assist housing seekers in the search and application for affordable housing, property owners and operators in the placement of affordable housing units, and jurisdictions in the management of their affordable housing programs; and

WHEREAS, to date the Program has operated at no cost to applicants, property owner/operators, or jurisdictions, with BAHFA staff time associated with this work being paid for by other sources, however application of a program fee has been contemplated since the Program was first launched in order to partially recover costs for operation of the Program from owner/operator participants in the Program; and

WHEREAS, the fee amounts set forth in the Program Fee Schedule, attached as Attachment A (the "Fee Schedule"), are reasonably related to the costs of administering the Program for the property owner/operators paying such fees; and

WHEREAS, a delegation of authority to the Executive Director of the Metropolitan Transportation Commission (MTC) to collect fees from property owner/operators will allow BAHFA to efficiently administer the Program; and

WHEREAS, a delegation of authority to the Executive Director of MTC to provide reductions or waivers of fees charged that meet certain criteria will allow BAHFA to facilitate smaller projects that may not be able to support the cost of the fees but will further objectives of

BAHFA's Equity Framework;

NOW, THEREFORE, BE IT RESOLVED, that the Bay Area Housing Finance Authority hereby finds that the foregoing recitals are true and correct; and be it further

RESOLVED, that the Bay Area Housing Finance Authority approves and adopts the fees set forth in the Fee Schedule and authorizes the charge of such fees to property owner/operator participants in the Program; and be it further

RESOLVED, that the Bay Area Housing Finance Authority delegates authority to the Executive Director of the Metropolitan Transportation Commission or their designee to collect the fees set forth in the Fee Schedule from property owner/operator participants in the Program; and be it further

RESOLVED that the Bay Area Housing Finance Authority delegates authority to the Executive Director of the Metropolitan Transportation Commission or their designee to reduce or waive fees charged to property owner/operator participants in the Program as set forth in the Fee Schedule, for projects that meet all of the noted criteria; and be it further

RESOLVED, that the Bay Area Housing Finance Authority finds the adoption of a fee schedule for the Program is exempt from environmental review pursuant to CEQA Guideline 15061(b)(3) because it can be seen with certainty that there is no possibility that the adoption of these fees may have a significant effect on the environment given that the Program's purpose is to assist housing seekers in the search and application for affordable housing, property owners and operators in the placement of affordable housing units, and jurisdictions in the management of their affordable housing programs; and be it further

RESOLVED, that this Resolution shall be effective upon adoption.

BAY AREA HOUSING FINANCE AUTHORITY

Sue Noack, Chair

The above resolution was entered into by the Bay Area Housing Finance Authority at a duly called and noticed meeting held in San Francisco, California and at other remote locations, on August 26, 2026.

ATTACHMENT A

Doorway Program Fee Schedule