MLS & Rules Committee

Lawrence Board of REALTORS®

Tuesday, May 10, 2022 – 1:00 pm to 2:30 pm
IN-PERSON Meeting (a Zoom link is also available)

2022 MLS & RULES	
Bailey Stuart, Chairperson	***McG***
Ashley Qualls	HRE
Cheri Drake	McG
Chris Earl	SRE
Claire Vowels *(Excused)*	PFR
Jill Ballew *(Excused for late arrival)*	SRE
Libby Grady	SRE
Lindsay Landis	McG
Michelle Roberts-Freeman *(Excused)*	SRE
Mohammad Aldamen	EXP
Nicholas Lerner	McG
Ryan Desch	R+K
Shelly Milburn	BHGKC
Vanessa Schmidt	KWI
Victoria Perdue	KWI
Zach Dodson *(Excused)*	SRE
Rob Hulse, Staff Liaison	LBOR

Call to Order

Approve previous meeting minutes

Report from MLS Staff

Broker Feedback regarding Agent Exclusive Visibility Type

Consider

1. Consider Items from Site Review of Paragon System
   a. Features Categories
      b. Borrowing from Topeka, add Water Heater Section

WATER HEATER	7	30	30 Gallon
WATER HEATER	4	40	40 Gallon
WATER HEATER	5	50	50 Gallon or More
WATER HEATER	2	EL	Electric
WATER HEATER	1	GS	Gas
WATER HEATER	6	1	More than One
WATER HEATER	3	SL	Solar
WATER HEATER	8	TWH	Tankless Water Heater

2. Add HERS Rating (Home Energy Rating System) as an MLS Field (Conditional Logic with New Construction). Suggested are 3 fields – HERS Rated Yes/No; HERS Year; HERS Rating (numeric field).
   a. Consider Greening the MLS. https://green.realtor/sites/files/2019-02/2014%20NAR%20Green%20MLS%20Implementation%20Guide.pdf
   This is a big topic and would be best if moved to a work group – or have staff do additional research.

3. Enable Advanced Search Functionality
   a. Lookup Fields Contain: Equal and Not Equal To
   b. Free Form Fields Contain: Not Equal To, Contains, Contains All, Starts With, Not Starting With, and Does Not Contain

4. Enable Photo Labels and Descriptions in Paragon
   a. Predetermined Labels / Free Form / or a Hybrid offering both

5. Review Collaboration Center Options
   a. Display of Automated Valuation Methods: RPR AVM and Zestimate
   b. Display of Agent License Number

6. Enable CMA – Auto Adjustments for Numeric and Feature Fields

7. Consider IDX Fees (both setup and recurring)
   a. Current Rate: One-time setup fee of $25. No recurring fees.
   Consider: $75 at IDX Request (as proposed) plus annual recurring data fee of $50.

8. Consider Member Request to:
    a. ~~Consider changing Central Middle School to Liberty Memorial~~ Done
    b. Consider whether we should turn off schools and/or advise members how to complete given the current discussions regarding School Closures.
    c. ~~Consider making 1st floor footage a required field.~~ Done
    d. Basement – Yes/No field. Should this be removed?

9. Consider adding School District as a field in Paragon (we would need a full list of all districts, although we could add them as we go).

10. Consider update to the "Commission Based On" field in Paragon to reflect existing MLS Rules & Regulations by adding:

    Commission Based On: Percentage of the Gross Sales Price
    Percentage of the Net Sales Price
    Definite Dollar Amount

11. Discuss policy creation for "Fair and Equal Access" to listed properties, and to define readily available.

12. Consider timeline/suggestions for Sales Contracts/Forms to be updated.
    a. Suggested changes to be pulled together for discussion.

Old/Tabled Business

1. Update from IDX Subcommittee to Establish Definition for "reasonably prominent" in IDX Rules:
    a. Section 18.2.12: All listings displayed pursuant to IDX shall identify the listing firm in a reasonably prominent location and in a readily visible color and typeface not smaller than the median used in the display of listing data. (Amended 05/17) M
    b. Sub-Committee Members: Nicholas Lerner (McG), Cheri Drake (McG), Drew Deck (RN), Tanya Kulaga (HRE), Jill Ballew (SRE), Michelle Roberts-Freeman (SRE), Victoria Perdue (KW), and Lindsay Landis (McG).

2. Discuss Contingency on the Sale/Closing of Buyer's Property form and Notice to Remove the Contingency for the Sale/Closing of Buyer's Property.

3. Discuss submittals of a two-unit property on a single lot that is not well described as a duplex. Should a new category be added in multi-family, and should the Residential Class include an area for ancillary dwelling units?

4. Sellers choosing to Record Video and Audio at showings and/or open houses. Best practices shared by Danielle Davey, LBOR Legal Counsel.

New Business

Adjourn

MLS & Rules Committee Meeting Minutes

Lawrence Board of REALTORS®
Tuesday, April 13, 2022
1:00pm to 2:30pm

2022 MLS & RULES		
Bailey Stuart, Chairperson	***McG***	***Present***
Ashley Qualls	HRE	Present
Cheri Drake	McG	Present
Chris Earl	SRE	Present
Claire Vowels	PFR	Absent
Jill Ballew	SRE	Present
Libby Grady	SRE	Present
Lindsay Landis	McG	Present
Michelle Roberts-Freeman	SRE	Present
Mohammad Aldamen	EXP	Excused
Nicholas Lerner	McG	Present
Ryan Desch	R+K	Excused
Shelly Milburn	BHGKC	Present
Vanessa Schmidt	KWI	Present
Victoria Perdue	KWI	Present
Zach Dodson	SRE	Present
Rob Hulse, Staff Liaison	LBOR	Present

The meeting was called to order by Committee Chairperson Bailey Stuart.

Minutes of the April 26th meeting were reviewed. It was seconded to approve the minutes. Motion Passed.

The Committee returned to the discussion of Features in the MLS and discussed the following.

For N. Interior:
Discussion resulted in the following items ready for Committee to consider/approve –

It was moved and seconded to make the following changes to N. Interior -

1. **Remove Security Alarm (to be placed in Tech/Smart in a later section)**
2. **Add Sump Pump**
3. **Change "Wheelchair Access" to "Accessibility Features" and add a rule that suggests using remarks to explain.**
   - **Also – Change Utility Room Dimensions and Utility Room Level to:**
     Laundry Dimensions – this is an optional field.
     Laundry Level (with Dropdown Selection) – this will be a required field.

Motion Passed

Next the Committee discussed section 0: Fireplace.

It was moved and seconded to make the following changes to O: Fireplace –
Section O: Fireplace

1. **Add: Blower**
2. **Change: 'three' to '3+'**
3. **Add: Electric**

Motion Passed

Next the Committee discussed section P: Exterior

It was moved and seconded to make the following changes to P: Exterior

1. **Add: Covered porch**
2. **Add: Covered deck**
3. **Change Wheelchair Access to 'Accessibility Features' and add a rule that suggests using remarks to explain.**
4. **Change Sprinkler System to 'Irrigation system'**

Motion Passed

Next the Committee discussed section Q: Amenities

It was moved and seconded to make the following changes to Q: Amenities
Add: Fitness Center
Move the following items

1. **Golf Lot – Move to Exterior**
2. **Wooded Lot – Duplicated, so remove from Amenities and leave only in Exterior**
3. **Lakeside Lot – Move to Exterior**

Motion Passed.

Next the Committee discussed section R: Outbuildings

It was moved and seconded to make the following changes to R: Outbuildings and to S: Fencing Outbuildings

1. **Change 'several' to '2+"**

Fencing

1. **Add: PVC Fencing**

Motion Passed.

Next the Committee discussed section T: Driveway and U: Ponds

It was moved and seconded to make the following changes to Section T: Driveway

1. **Move Hard Surface to be the first one on the list.**
2. **Change Rock to Rock/Gravel.**

Section U: Ponds

1. **Change: "Several" to "3+"**
2. **Remove: None**
3. **Remove: Site Available**

Motion Passed

Next the Committee discussed sections V: Utilities to Property, W: Utilities Available, Y: Phone Service, and ZC: Associated Documents.

It was moved and seconded to change Section V: Utilities to Property and W: Utilities Available as follows

1. **Change: 'propane/leased' to 'propane (leased)'**
2. **Change: 'propane/owned to 'propane (owned)'**
3. **Remove Fiber Optic**
4. **Remove "High Speed" from "High Speed Internet"**
5. **Reorder Sewer and Water in both V & W as follows:**
    - **Sewer-City**
    - **Sewer-Lagoon**
    - **Sewer-Septic**
    - **Water-City**
    - **Water-Rural**

To change Section Y: Phone Service as follows

1. **Change "DeSoto" to "De Soto"**

To change Section ZC: Associate Documents as follows

1. **Add: Offer Instructions**

Motion Passed.

Next the Committee discussed the Feature Headings for Sections V & W because they are often confusing. After discussion, **it was moved and seconded to change V: Utilities to Property, to Utilities at/on Property. Motion Passed.**

Next the Committee discussed the addition of a Section called Tech/Smart Home

It was moved and seconded to add Tech/Smart Home features as follows:

1. **Move Security Alarm from Interior (and should we have two categories instead - Wired Security System, Wireless Security System)**
2. **Smart Thermostat(s)**
3. **Smart Doorbell**
4. **Exterior Cameras**
5. **Interior Cameras**
6. **Smart Home Controller**
7. **Smart LED lights**
8. **Audio System (or something to include things like in-ceiling and/or exterior speakers)**
9. **Other/See Remarks**

Motion Passed.

Next, the Committee indicated that when the Seller's Property Condition Disclosure is new reviewed, there should be a discussion about adding obligations that Sellers have for Leased equipment installed on listed property.

Next, the Committee reviewed a section called HOA Fee Includes, borrowed from Sunflower. After discussion**, it was moved and seconded to add a section in Features called HOA Fee Includes: as shown below – Motion Passed.**

HOA FEE INCLUDES	21	CT	Cable TV - Residence
HOA FEE INCLUDES	18	CH	Club House
HOA FEE INCLUDES	22	CA	Common Area Maintenance
HOA FEE INCLUDES	23	CS	Community Signage
HOA FEE INCLUDES	1	EL	Electricity - Residence
HOA FEE INCLUDES	10	EP	Exterior Paint
HOA FEE INCLUDES	24	FM	Feature Maint (pond etc.)
HOA FEE INCLUDES	2	GS	Gas - Residence
HOA FEE INCLUDES	20	GT	Gate
HOA FEE INCLUDES	8	IN	Insurance
HOA FEE INCLUDES	5	LN	Lawn
HOA FEE INCLUDES	11	MG	Management
HOA FEE INCLUDES	25	OT	Other/See Remarks
HOA FEE INCLUDES	9	PK	Parking
HOA FEE INCLUDES		PG	Playground
HOA FEE INCLUDES	14	PL	Pool
HOA FEE INCLUDES	17	PS	Private Street/Maint
HOA FEE INCLUDES	13	RR	Roof Replacement
HOA FEE INCLUDES	19	SC	Security
HOA FEE INCLUDES	12	SS	Security Service
HOA FEE INCLUDES	6	SR	Snow Removal
HOA FEE INCLUDES	7	TX	Taxes
HOA FEE INCLUDES	15	TC	Tennis Court
HOA FEE INCLUDES	4	TS	Trash Service
HOA FEE INCLUDES	16	WT	Walking Trail
HOA FEE INCLUDES		WI	Water - Irrigation
HOA FEE INCLUDES	3	WA	Water - Residence

Next, the Committee discussed using digital meeting materials going forward. Paper meeting packets will no longer be provided unless specifically requested.

Having reached the end of the scheduled meeting time, the meeting was adjourned. The next meeting day/time was set for May 10th at 1pm.

Pre-Release: Paragon v5.20 Release Enhancements

Agent

Search

Along with the following enhancements, several backend improvements have been made to Search functionality in order to provide improved performance and stability.

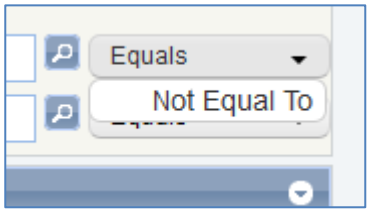
New operators for Search Lookup Fields and Freeform Fields

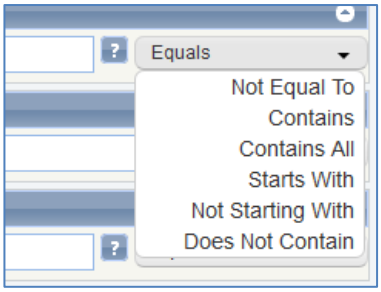
New field operators are now available for display on Lookup fields which give the user the ability to filter specific criteria (i.e. Subdivisions, etc.) when executing a search. If the MLS elects to have this feature activated, depending on the Field types, the following will display.

- **Lookup Fields Contain:** Equals and Not Equal To
- **Free Form Fields Contain:** Not Equal To, Contains, Contains All, Starts With, Not Starting With, and Does Not Contain

The operators applied values will be retained when a search is saved.

These field operators when active will also be available in Hotsheet Search.





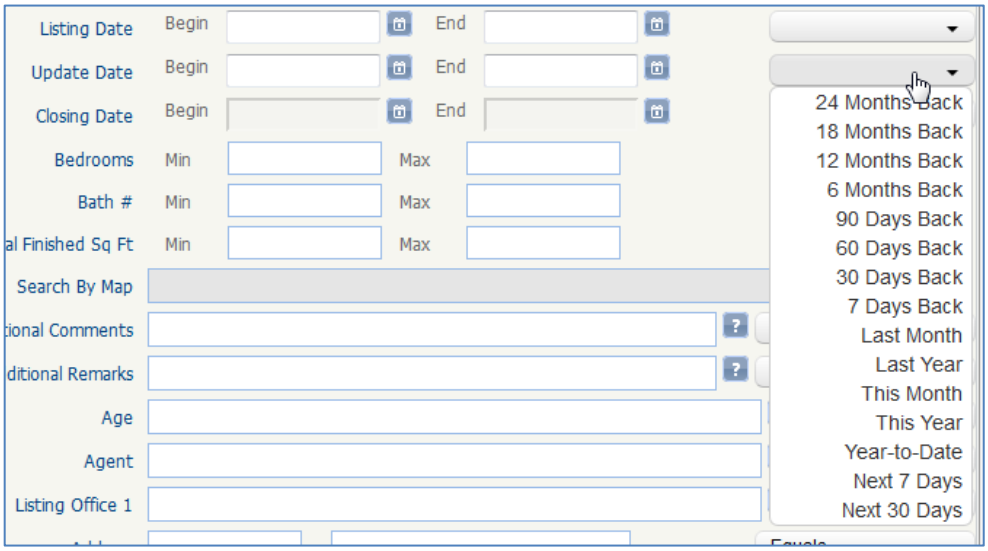
Date Ranges: Days Back and Months Back search ranges

New date range filters are now available for configuration for date fields. When configured, this functionality will be active on all system date fields.

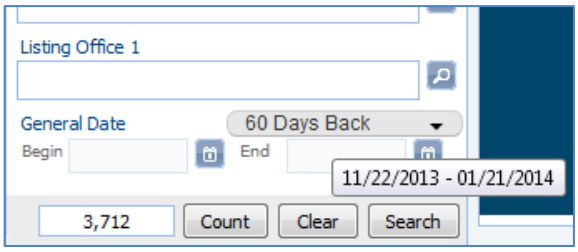
- 24, 18, 12, 6, Months Back
- 90, 60, 30, 7 Days Back
- Last Month, Last Year, This Month, This Year, Year-to-Date, Next 7 Days, Next 30 Days

When active, these filters will also be available in Client Connect Searches (see Client Connect section).

Contact your SSM to configure this option.

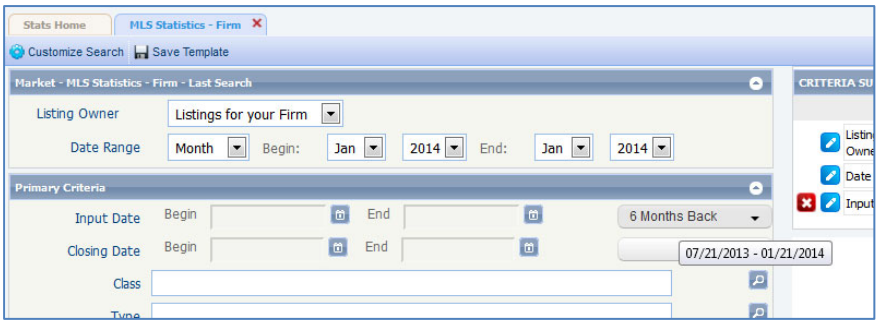


Quick Search



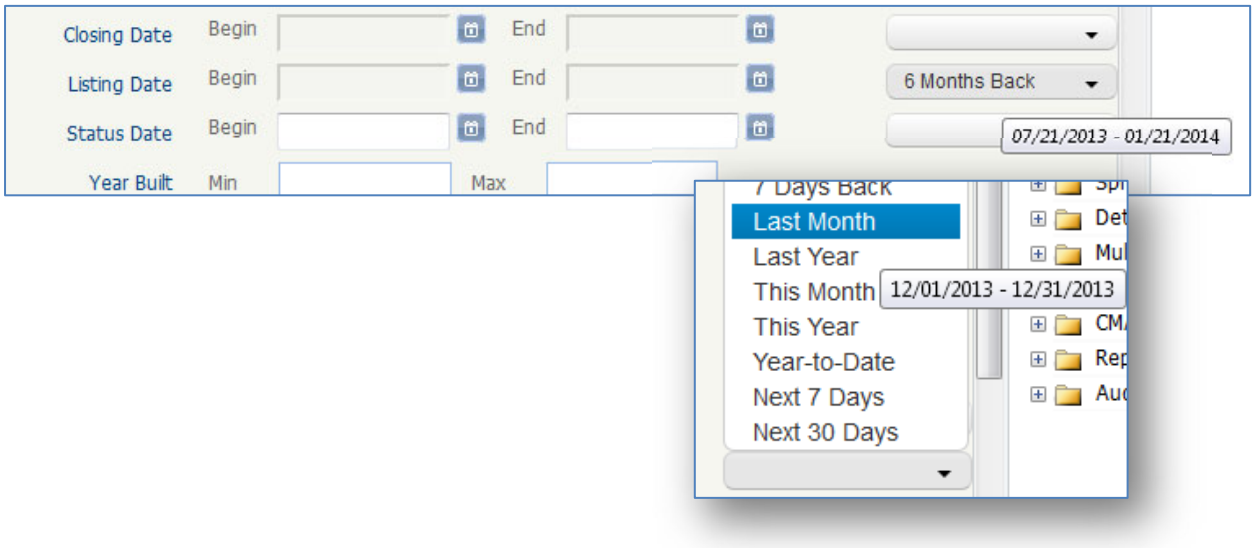
Statistical Reporting

When active on the MLS, the date range operators will also appear in Statistical Reporting Date fields that have been customized to the search screen.



Hover Tool Tip on filter for applied Date Range

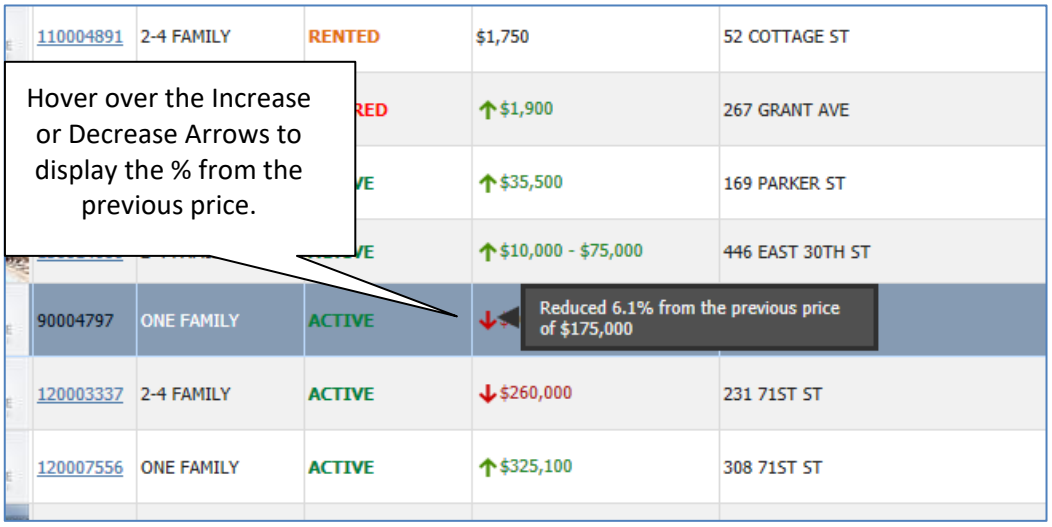
When the filters are available, a hover over tool tip will display the equivalent date range on both the field display and within the list itself:



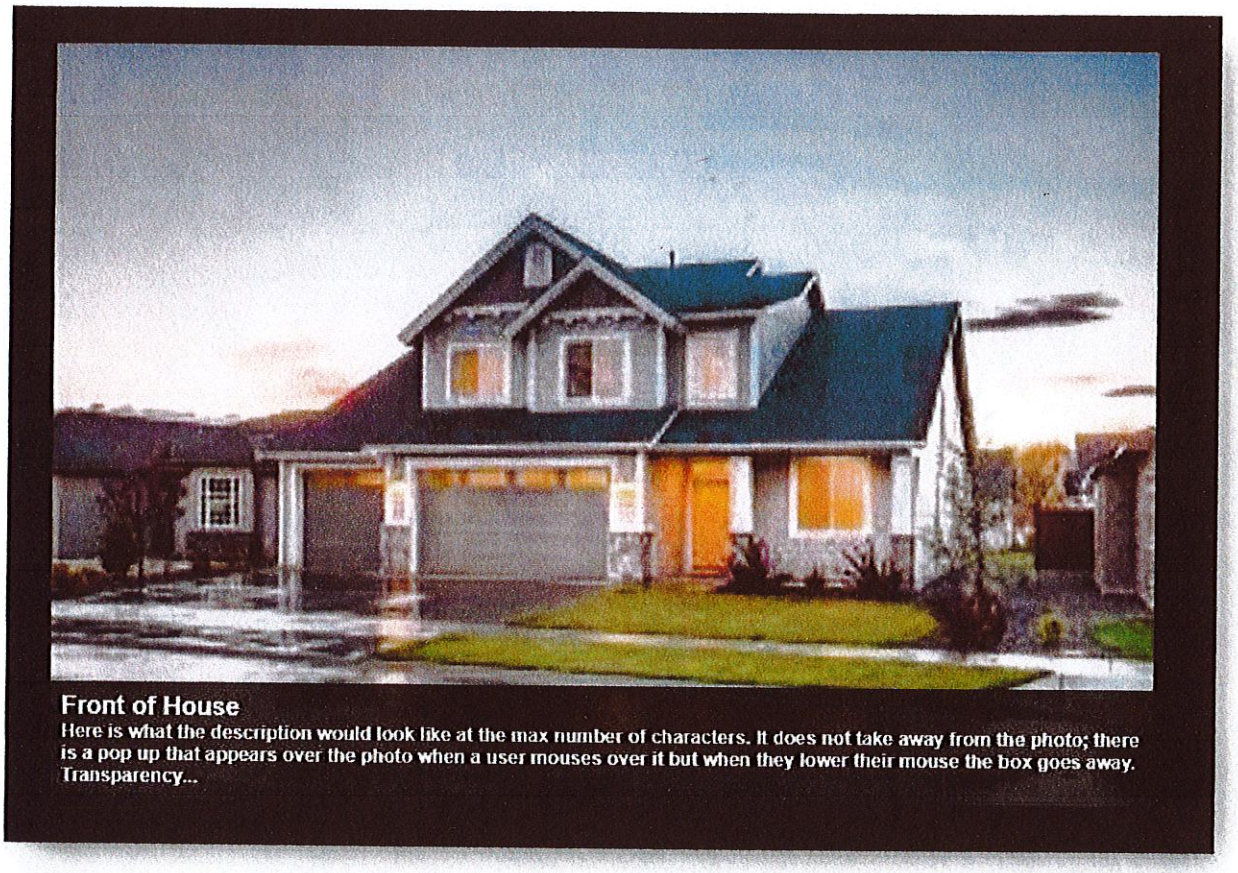
New! v

With the 5.20 release, arrow indicators and a hover over percentage have been added to the Price column in the Spreadsheet. By default, Red will indicate a decrease and Green will indicate an Increase.

On hover over of the arrows the increase/decrease percentage from the previous price will display



Here is what the label and description would look like with the description allowing 255 characters:



And here is one with just the label. As I mentioned in the description they both only appear when you mouse over the image:

Paragon v5.72 Release Enhancements_P100 (August 2019)

Automated Valuations

Action Item: Verify AVM setup

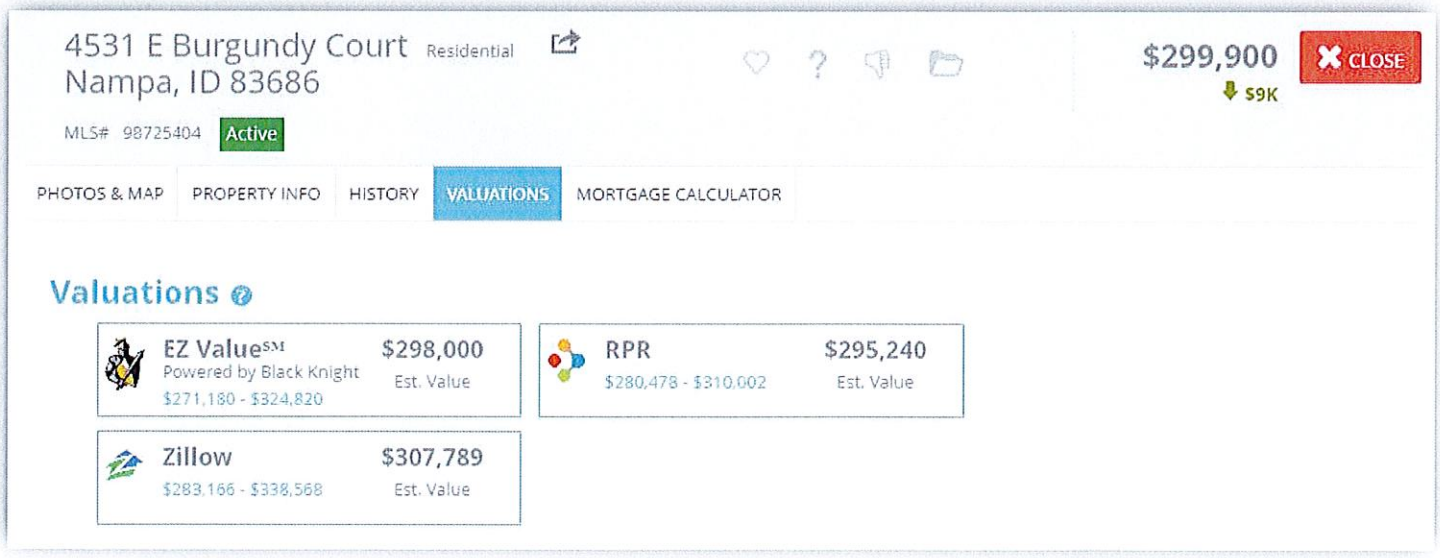
To integrate more data analytics into Paragon, Paragon Connect, and Collaboration Center, we are introducing Automated Valuations from Black Knight, RPR, and Zillow. Automated Valuations are estimated market values based on mathematical modeling of a property's value at a specific point in time based on comparable properties and other available data. The AVMs will be available in the following three areas:

1. The Property Detail Report in Paragon Connect and Collaboration Center
2. The Map Panel for Listings and Parcels in Paragon
3. The CMA Comparable Price Analysis Report in Paragon

The AVMs can be enabled/disabled at the MLS and Board levels by Black Knight. Once they are enabled, Agents will see a new User Preference for the Collab Center called Automated Valuations. This will give agents the ability to disable the AVMs so that they do not appear in the Collaboration Center.

NOTE: The new data and analytics that we are adding to Paragon including AVMs are provided as a courtesy to customers that license BK Public Record Data, either through Paragon Tax and CRS. If your MLS does not use Paragon Tax or CRS then please contact your Sales Representative to discuss options for enabling these new features in your Paragon system.

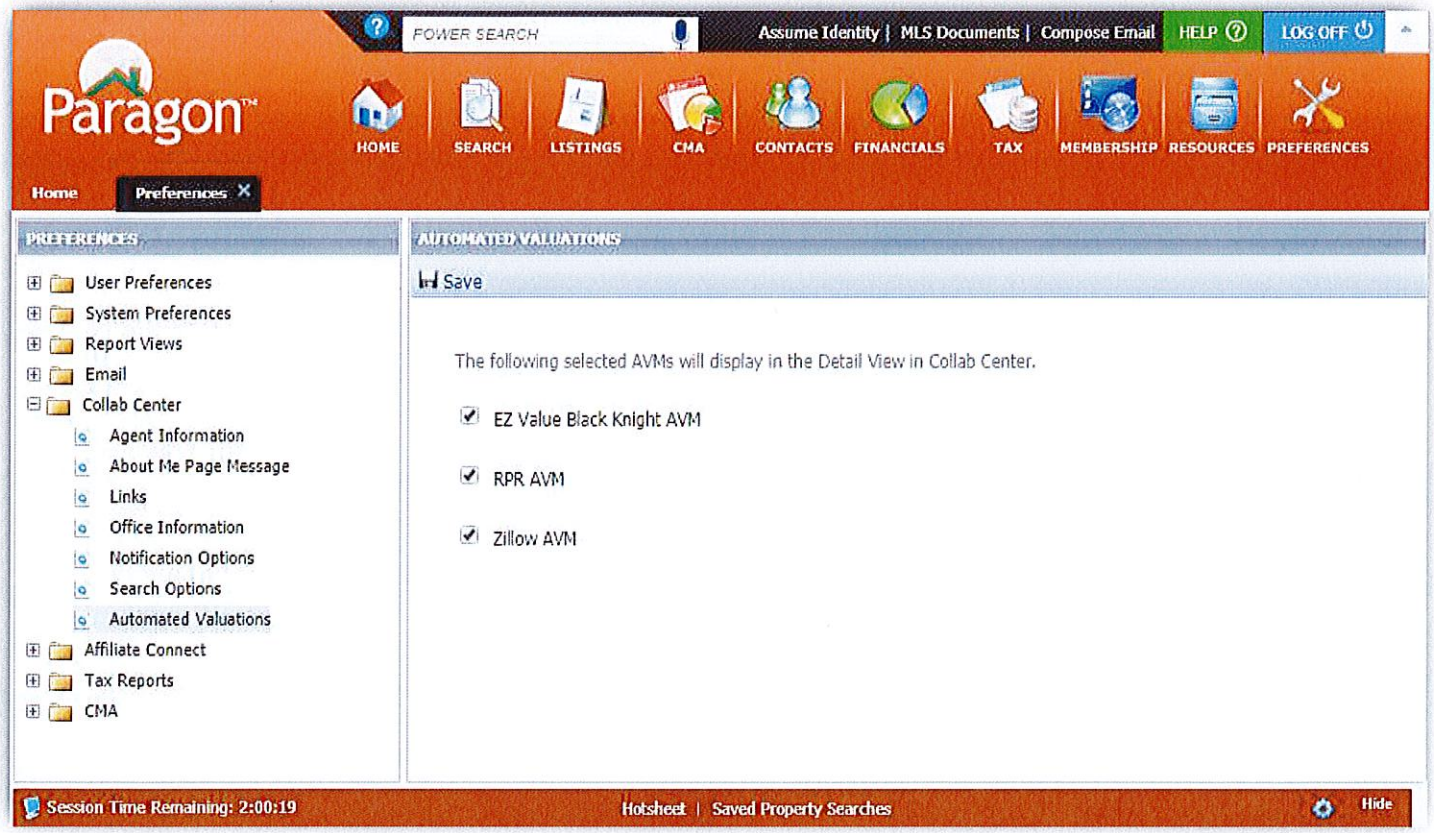
AVMs in Detail View of Collaboration Center and Paragon Connect
When enabled, a new "Valuations" tab will appear in the Detail View. Clicking on the tab will jump the user to the section of the report.

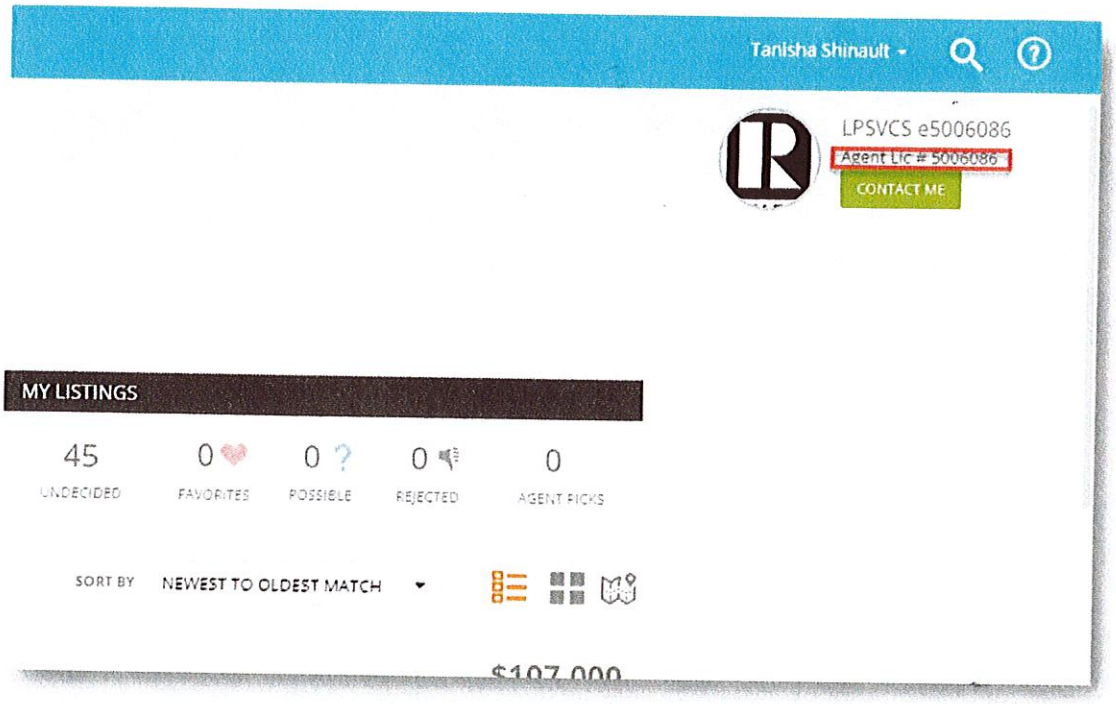


Paragon v5.72 Release Enhancements_P100 (August 2019)

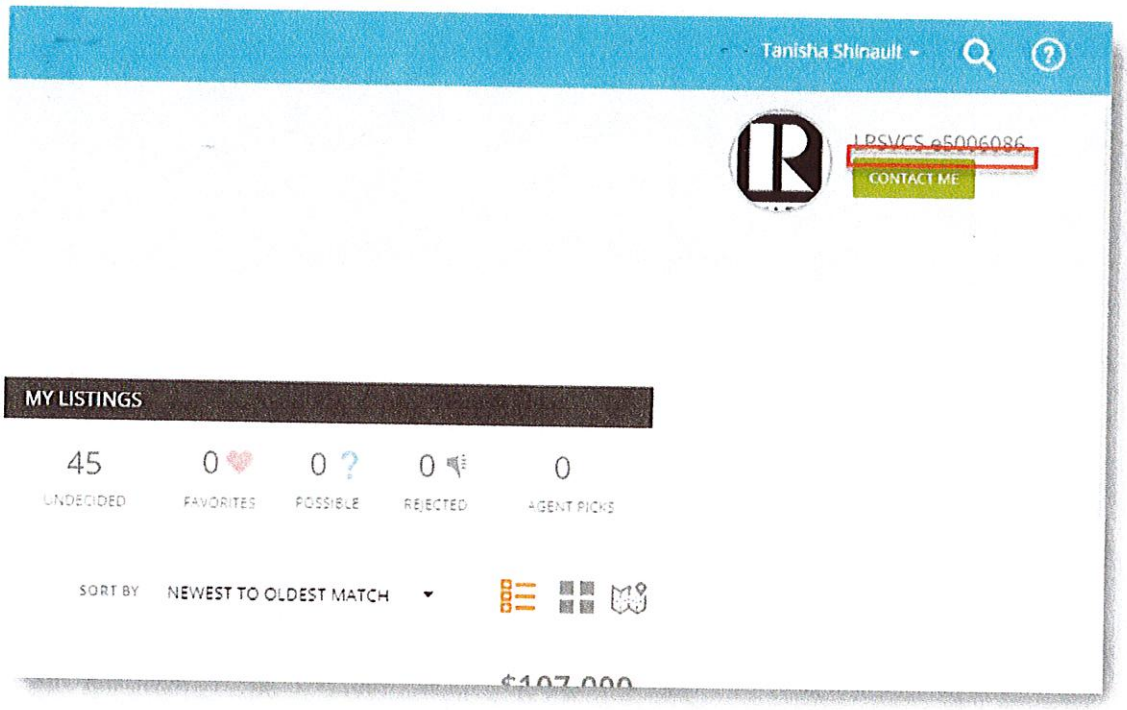
AVM User Preference setting

Agents can enable/disable the AVMs for the Collab Center from this new User Preference. If the MLS or Board does not have the AVMs enabled, this user preference will not appear. If the MLS or Board only enable one or two of the AVMs, only those AMS will appear in the user preference.





If there is no value on the agent record the label will *not* appear:



Paragon v5.69 Release Enhancements_V3

CMA – Calculated Auto Adjustments for Numeric and Feature Fields

This enhancement allows each user to create and save adjustment values to current system fields (numeric and features only) that can be applied to CMA comparables and automatically calculated based on field values. Feature fields and Numeric fields can be added to the Calculated Adjustments table. When applied to comps in CMA with the Calc Adjust button, the adjustment value is added to each comp, and the total adjustment for that field on each comp is automatically calculated based upon the value in each comp listing compared to the Subject Property value.

- **Action Item:** Users can customize the selected fields and values in Preferences > CMA > Adjustments > Calculated Adjustments. **MLS should select which Numeric fields will be available by selecting the CMA Auto Adjustable Checkbox at the bottom of the field setup screen.**

Figure 1, Preferences > CMA > Calculated Adjustments > Numeric fields

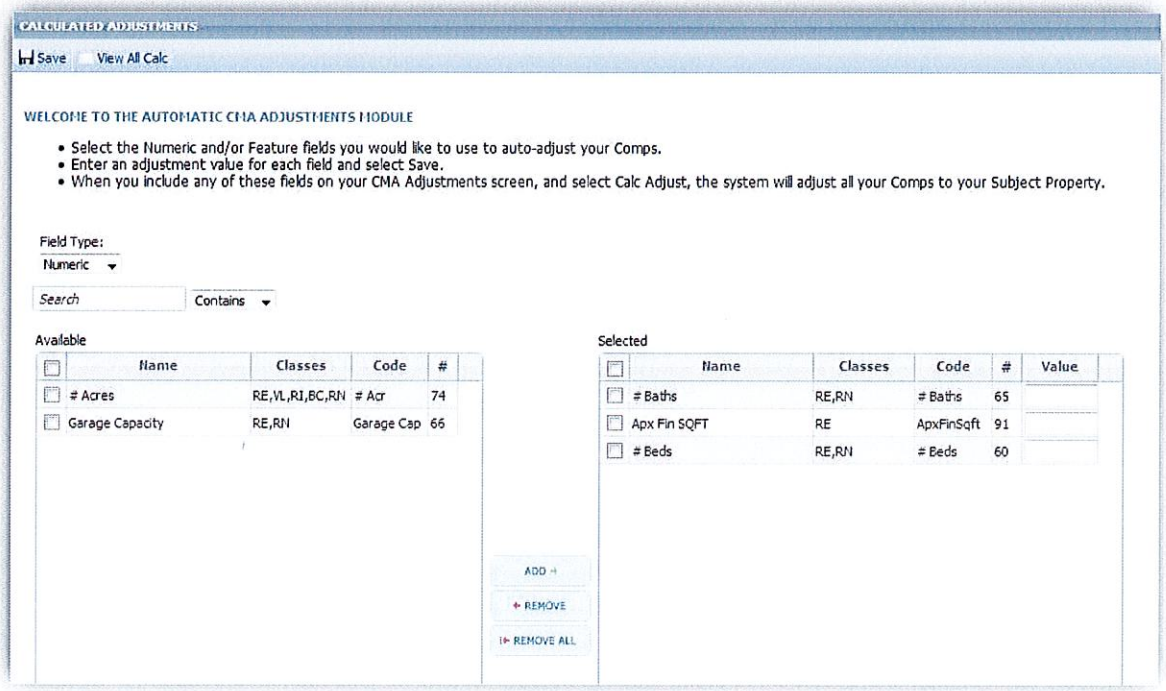


Figure 2 - Fields > Select Numeric Field> CMA Auto Adjustable Checkbox

Paragon v5.69 Release Enhancements_V3

Figure 2, Preferences > CMA > Calculated Adjustments > Feature fields

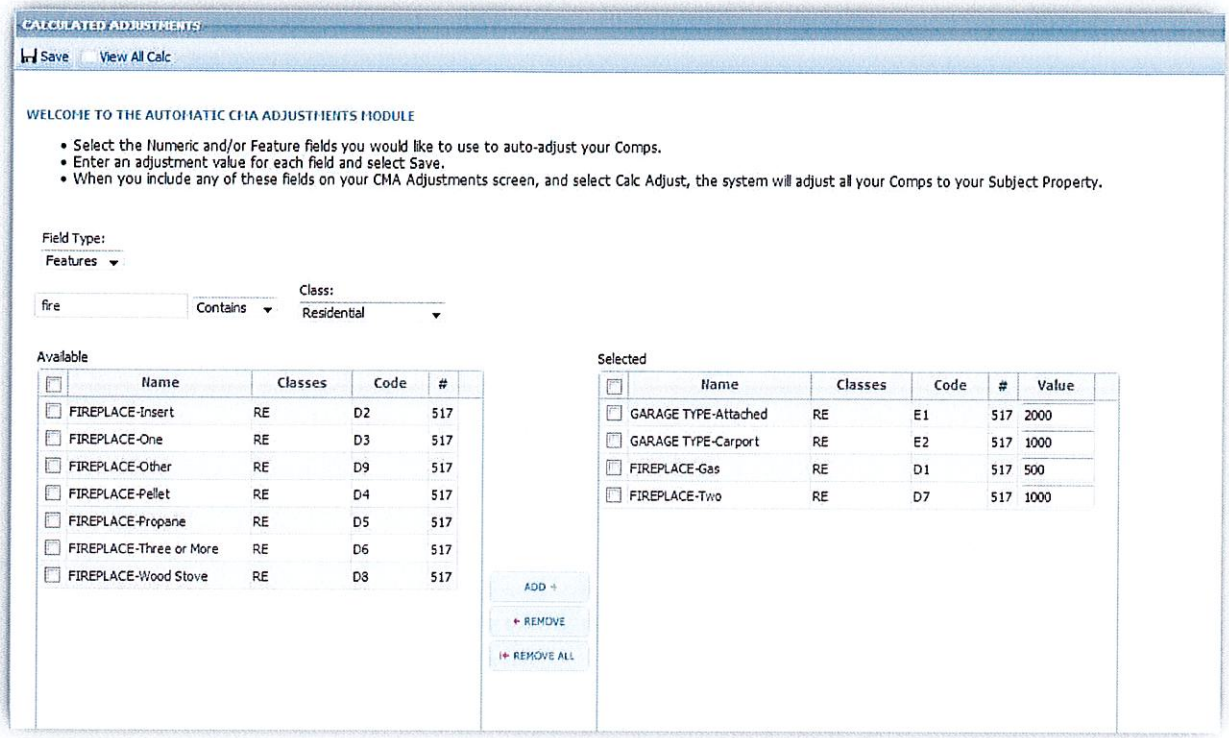
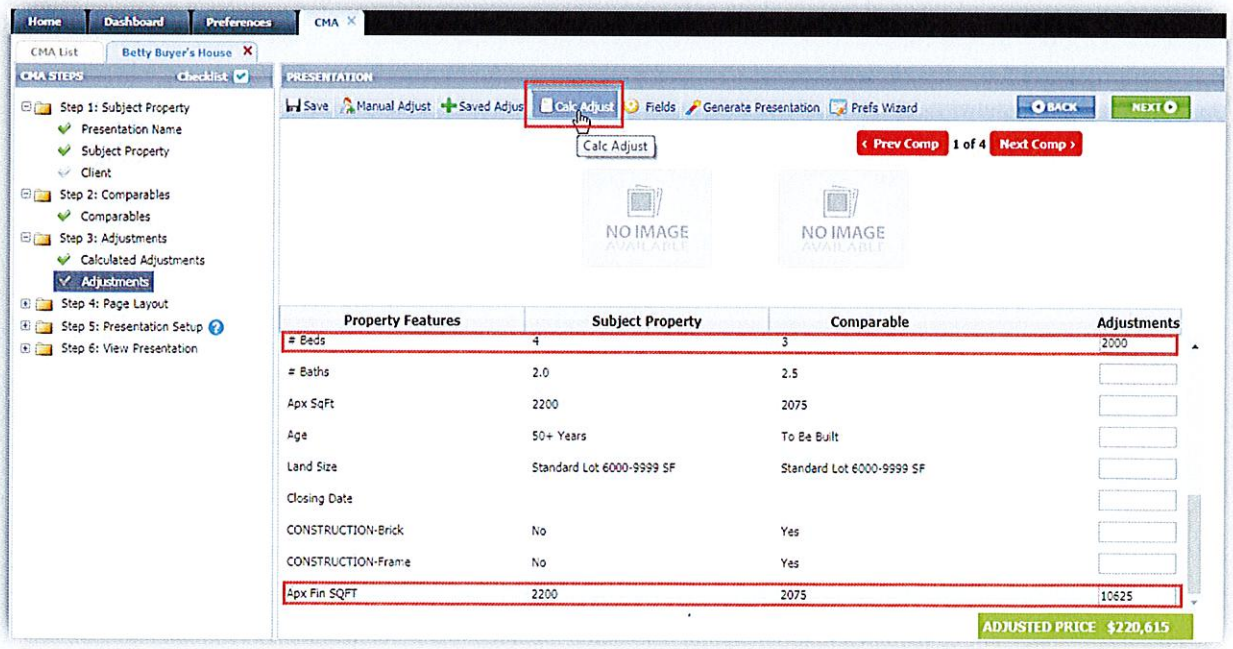



Figure 3, Calculated Adjustments applied to CMA Comps