

**NOTICE OF REGULAR MEETING
MILLBROOK EAST PUBLIC IMPROVEMENT DISTRICT (PID)**

Tuesday, December 8, 2020 6:00p.m.

Location: Virtual Meeting

ZOOM ID: 828 4391 0626

ZOOM LINK: <https://us02web.zoom.us/j/82843910626>

PASSWORD:166610

CALL-IN NUMBER: +1 346 248 7799

Due to the COVID-19 (coronavirus) state of emergency and consistent with the Governor's Order regarding modifications to the Texas Open Meetings Act ("TOMA"), and executive orders the Public Improvement District will be meeting virtually following the stipulations allowed in the modified Texas Open Meetings Act for COVID-19.

CALL TO ORDER:

CONSENT AGENDA:

1. Consider resending the decision to utilize Alvarado Landscaping for Christmas Lights and ratifying the decision to use DFW Christmas Lights as the official vendor.

AGENDA:

1. Discuss and consider a proposal for landscaping of the Jasmine Street Common Area.

ADJOURNMENT:

Certificate

I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on December 4, 2020 @ 4:22 p.m. and copies thereof were provided to the PID President, and PID board members in conjunction with the respective management company.



Carey D. Neal Jr.
Assistant to the City Manager



PID Board Representative



Invoice

DFW Holiday Lights
 1604 W Second Street
 Arlington, TX 76013
 Office Phone: 817-881-1174
 Mobile Phone: (817-877-6066
 melissalawson1@gmail.com

Invoice Number: I201105518
Invoice Date: 11/04/2020
Payment Terms: 1/2 down to secure your installation date approval. Balance due upon completion of installation

Invoice Due Date: 11/04/2020 (Past Due)
Invoice Creation Date: 11/04/2020 23:18
Invoice Amount: 2,840.34
Created By: Melissa Lawson

Bill To
 Millbrook East HOA
 902 Chapman Drive
 Lancaster, TX

Ship To
 Millbrook East HOA

Item #	Item Name	Quantity	Unit Price	Taxable	Total
1822	Overall scope Of work Cost \$8521.03	1.00	0.00		0.00
1116	Holiday Lighting - 5MM - Conicle Mini Lights - Trees Install 5MM conicle LED mini lights on trees - going up approx 15-17' high. Tip wraps. Color: warm white Description/location of Trees: 5 large crepe myrtles at the entrance Tree 1- 28 strands Tree 2 - 26 Tree3 - 24 Tree 4 - 22 Tree 5 - 21 \$4204.75	0.00	0.00		0.00
1728	Holiday Lighting - C9 On Monuments Install and remove LEASE C9 warm white bulbs around 3 levels of the main pillar monument, and 2 levels of small pillar in front of it. As shown in picture. And across stone of the name monument. \$780.76	0.00	0.00		0.00

1116	Holiday Lighting - 5MM - Conicle Mini Lights - Trees Install 5MM conicle LED mini lights on trees Extend to highest ability on 5 trees Tree 1 - 7 Tree 2 -7 Tree 3-6 Tree 4-8 Tree 5 -8 \$1251.00	0.00	0.00		0.00
1715	C9 Lighting Around Subdivision Name Install and remove LEASE new custom cut commercial c9's surrounding the "millbrook East" name on each side of 1 monuments. \$178.50	0.00	0.00		0.00
1802	Hang Clients Existing Lighted Garland Install and take down clients existing lighted garland on both sides of the name of the monument and run power. Approx 30ft. \$150.00	1.00	0.00		0.00
1070	C9 LED Lighting - Yardstakes Install and remove LEASE c9 stake lighting around center median flowerbed at the entrance \$809.20	0.00	0.00		0.00
1803	Purchase 5mm Lights For Trees Purchase lights at our wholesale cost when we install the lighting for you. (\$10.40 + tax= \$11.26) \$1767.82	0.00	0.00		0.00
1804	Discount - No Removal Of 5mm Lighting -\$471.00	0.00	0.00		0.00
1820	Courtesy Credit Courtesy credit for hanging existing clients existing garland. -\$150.00	1.00	0.00		0.00
1821	Down Payment Due 1/3 Down upon receipt of invoice \$2840.34 1/3 - \$2840.34 due Nov 19,2020 Balance of \$2840.33 due Dec 3, 2020	1.00	2,840.34		2,840.34

Comments:

Thank you for choosing DFW Holiday Lights!

We would love to be able to earn your business. If you have any questions or would like further details, please feel free to call me at 817-881-1174

All lighting is commercial Grade. As long as we are servicing the lights, we guarantee all workmanship and materials we provide. All of the materials including extension cords, timers etc are included in your pricing as well.

Subtotal: \$ 2,840.34
Invoice Amount \$ 2,840.34

Lease pricing includes installation, maintenance, take down and storage.

Future installs receive a 10% discount.

Purchase price is listed for all 5MM lighting in the estimate.

We have a first year minimum installation of \$1,000.
Cancellations without 30 day written notice to Melissa@dfwholidaylights.com prior to installation date are subject to a 35% cancellation fee.

We carry General Liability Insurance and We are part of the CLIPA network of installers (certified professional lighting installers USA)

We require a 1/3 deposit to secure your installation date on our calendar due upon receipt of this invoice.
\$2840.34

1/3 (\$2840.34) is due Nov 19,2020

And the remaining balance of 1/3 (\$2840.33)is due Dec 3, 2020

We accept check, debit and credit.

Terms & Conditions:

Half down to reserve your installation date and balance due when we complete the installation.

For your convenience, we now accept check, debit and credit via phone.
Call Melissa at 817-881-1174

INVOICE



INVOICE TO
Mill Brook East PID
Jasmin Ln Project.
Lancaster, TX 75146

INVOICE NO
189805

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
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Due on Receipt

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
4	Palm Trees (10 to 12 ft tall)	\$425	\$1,700.00
6	Cedar Trees	\$150	\$900.00
2	Grass Seeds (50 lb)	\$80	\$160.00
10	Red & White Yucca (5 gallon)	\$20	\$200.00
1	Fill in dirt (10 yards)	\$600	\$600.00
1	Labor (plant trees & land grading)	\$1,700	\$1,700.00

Subtotal	\$5,260.00
Sales Tax	
Total	\$5,260.00