



# HOUSING AUTHORITY

*of the City of Beaumont, Texas*

## **Offices of the Beaumont Housing Authority Will Be Closing to the Public Due to the COVID-19 Outbreak**

*Closure will take effect Tuesday, March 17, 2020 and will be effective until further notice*

With COVID-19 reaching pandemic status and expected to reach Jefferson County, the Beaumont Housing Authority is taking steps to ensure the safety and well being of its clients, partners and employees.

***Effective Tuesday, March 17, 2020, the BHA central office and all ancillary property management offices will be closed to the public.*** Clients that have appointments scheduled after this date should contact their caseworker via email or phone to schedule a phone appointment to get their paperwork completed.

Routine maintenance work orders will be completed when the offices re-open to the public. If clients have an ***emergency*** work order, they should contact their property manager and it will be handled appropriately.

Emergency work orders include:

- Absence of heat when outside temperature is 40 degrees or below
- Absence of air conditioning when outside temperature is 75 degrees or higher
- Any condition that jeopardizes the security of the unit (broken window, doors, locks, etc.)
- Major plumbing leaks or flooding, waterlogged ceiling or floor in imminent danger of falling
- Natural gas leak
- An electrical problem that could result in shock or fire
- Utilities not in service, including no running hot water
- Absence of a functioning toilet
- Other conditions that present the imminent possibility of injury

Any payments should be dropped off in the payment drop box at the properties or in the drop box at the Central Office located at 1890 Laurel.

Please be advised that BHA staff may not be remaining on the property once an outbreak in the area has been reported. We encourage all clients to take responsibility for themselves and their families just as we have advised our employees. Please follow any instructions issued by the Center for Disease Control and the Public Health Departments.

Visitors for social purposes, especially at our elderly properties, The Crossing and Grand pine Courts, are discouraged. Medically related visitors and caregivers may continue to visit.

Clients are strongly encouraged to follow BHA's Facebook page and website for additional announcements.

1890 Laurel Street \* Beaumont, TX 77701 \* (409) 951-7200 \* (409) 951-7270-fax \* [www.bmtha.org](http://www.bmtha.org)

### **A FAIR HOUSING AND EQUAL EMPLOYMENT OPPORTUNITY AGENCY**

*The Housing Authority offers accommodations for persons accessing its facilities, as required by the Americans with Disabilities Act. If you require special accommodations, please contact the Beaumont Housing Authority office for assistance. Hearing impaired may contact Relay Texas at [1-800-735-2989](tel:1-800-735-2989) or 7-1-1.*