



ORANGE COUNTY DEPARTMENTS QUICK REFERENCE GUIDE DURING COVID-19

Issue Date: April 9, 2020

As of Monday, April 13, 2020 –

ALL COUNTY OFFICES WILL BE BACK OPEN WITH LIMITED PUBLIC ACCESS

128th District Court – Judge Courtney Arkeen

Courthouse Closed to public, however Court is still Open, complying with the open courts requirement by streaming hearings to Judge Arkeen's YouTube channel. Remotely conducting hearings.

Office phone# (409) 882-7085 forwarded to Court Coordinator Latouia DuBois.

Email: ldubois@co.orange.tx.us. Latouia DuBois, Holli Harrison, and Judge Arkeen working from home.

Office hours: M-F 8-5.

163rd District Court – Judge Dennis Powell

Courthouse Closed to Public, however Court is still Open

Court Coordinator Jennifer Fleming working from home

Regular Office Hours answering phones, emails, processing Texas Efilings, etc.

Office hours: M-F 8-5 (closed for lunch 12-1)

Call (409) 882-7090 with questions or email jfleming@co.orange.tx.us.

No Mail or faxes at this time please until further notice.

For all other info access website: http://www.co.orange.tx.us/163rd_District_Court.html

Conducting all hearings & court appearances through "ZOOM", except in rare occasions.

260th District Court – Judge Steve Parkhurst

Courthouse Closed to Public, however Court is still Open.

Office Phone# (409) 882-7095

Adult Probation

Closed to Public – Except for Court related matters

Office hours: M-F 8-4 with limited staff in office. Office phone# (409) 882-7865

Refer Questions to Adult Probation Facebook page – Orange County Adult Probation

Visit website: www.co.orange.tx.us

Agrilife

Open to Public – all events, programs & meetings cancelled

Office hours M-F 8-5 (closed for lunch 12-1)

Office Phone# (409) 882-7010

Refer Questions to website – www.orange.agrilife.org or to

Facebook page – Texas A&M Agrilife Extension-Orange County

Airport/Risk Management

FBO open for business, but FBO/General Aviation building closed to public

Hours M-F 8-5

Office Phone# (409) 882-7861

Airport team members on duty normal hours to assist GA customers Self-Serve aviation fuel available 24/7

Place deliveries in designated box at front door

Visit website: www.co.orange.tx.us

Auditor

Closed to public/open to county personnel/Remain open but request limiting exposure; closed for lunch

We have staff working both in office and from home.

Office hours M-F 8-5 (closed for lunch 12-1)

Phone# (409) 882-7020

Visit website: www.co.orange.tx.us

County Judge's Office

Office hours M-F 8-5 (closed for lunch 12-1)

Open to public, however limiting visitors in compliance with social distancing

Office Phone# (409) 882-7070

Call or email questions to cpickard@co.orange.tx.us

County Commissioners

Precinct 1 : Johnny Trahan

Office Phone# (409) 746-2593 (Pct 1 Barn)

Email jtrahan@co.orange.tx.us

Precinct 2: Theresa Beauchamp

Office Phone# (409) 745-2223

Email tbeauchamp@co.orange.tx.us

Precinct 3: Kirk Roccaforte

Office Phone# (409) 882-5308

Email kroccaforte@co.orange.tx.us

Precinct 4: Robert Viator

Office Phone# (409) 769-6724

Email rviator@co.orange.tx.us

County Clerk

Open for business-Closed to Public.

Office hours M-F 8-5

Phone# (409) 882-7055

Conducting business by phone, fax, email, regular mail,online & efilng.

Marriage licenses are by appointment (one applicant Must be from Orange County & no Louisiana residents at this time).

Email: countyclerk@co.orange.tx.us

Orange County Website: www.co.orange.tx.us

County Court at Law – Judge Mandy White-Rogers

Courthouse Closed to Public, however Court is still open. Conducting some hearings via telephone & ZOOM Uncontested probates/uncontested guardianships by submission with strict guidelines & weekly CPS hearings on Thursdays, other than jury trials.

For More Info contact Court Coordinator – Jessica Myers at phone# (409) 882-7084 or email at jmyers@co.orange.tx.us.

County Court at Law 2 – Judge Troy Johnson

Courthouse Closed to Public, however Court is still Open.

Judge Johnson, Court Coordinator and Court Reporter are working from home.

Juanita Deason, Court Coordinator is currently working 4 hours per day from 8 – 12 from home.

Email: jdeason@co.orange.tx.us.

Office phone number: (409) 670-4189

Conducting emergency or necessary hearings only on ZOOM-determined on a case by case basis.

For More Info contact Court Coordinator.

DPS

Driver's License Office Closed to Public.

Renew Online at www.texas.gov.

If driver's license expired, Texas is granting a 60-day extension if necessary.

Office hours M-F 8-5 (closed for lunch 12-1)

Call phone# (409) 883-0274 for crash reports (also access online) or any Highway Patrol related questions

Economic Development (EDC)

Closed to the public and working from home. Anyone needing assistance should visit the Business Resources page of our website (www.orangecountyedc.com)

Contact us by email at jhill@orangeedc.com.

Phone# (409) 883-7770

Elections

Office phone# (409) 882-7973

Also visit Orange County Website: www.co.orange.tx.us

Emergency Management

Office phone# (409) 882-7895

Also visit Orange County Website: www.co.orange.tx.us or the Office of Emergency Management Facebook page.

Environmental Health & Code Compliance

Closed to Public

Office hours 8-12 & 1-5

Only issuing Development Permits, Food Service Permits,

On-Site Septic System Permits by regular mail & email.

Mailing Address:

11475-C F.M. 1442, Orange TX 77630

Facebook: [orangecohealth](https://www.facebook.com/orangecohealth)

Development Permits/Floodplain questions: Lisa Roberts phone number (409) 745-9749, email: lroberts@co.orange.tx.us

Food Service Permits/questions: James Scales phone# (409) 745-9748, email: jscales@co.orange.tx.us

On-site Septic System Permits/questions: Tammie Marcantel/

Michele Johnson phone# (409)745-1463

Emails: tmarcantel@co.orange.tx.us or mjohnson@co.orange.tx.us

Visit website: www.co.orange.tx.us

Human Resources

Office phone# (409) 882-7858

Also visit Orange County Website: www.co.orange.tx.us

Justice of the Peace #1 – Judge Hershel Stagner, Jr.

Closed to Public

Office phone# (409) 882-7800

Email: hstagnerjr@co.orange.tx.us

Visit website: www.co.orange.tx.us

Justice of the Peace #2 – Judge Chad Jenkins

Closed to Public

Office hours - M-Thurs 8-4:30 (closed for lunch 12-1),

Friday 8-4 (closed for lunch 12-1)

Office Phone# (409) 882-7805

Email: jp2@co.orange.tx.us

or contact us using the Orange County website: www.co.orange.tx.us

Only Essential hearings being heard at this time.

Justice of the Peace #3 – Judge Joy Dubose-Simonton

Closed to Public

Office hours – M-F 8-4 (closed for lunch 11-12)

Office phone# (409) 882-5310

Email: acain@co.orange.tx.us,

dhernandez@co.orange.tx.us, jsmith@co.orange.tx.us

Fax# (409) 882-5314

Place all packages/drop-offs in the drop box at the front of the office.

Need forms? – Visit: http://www.co.orange.tx.us/JP3_Topics.html

Continuing to process cases, however, Supreme Court has ordered not to hold court or to have Constable serve papers.

Visit website: www.co.orange.tx.us

Justice of the Peace #4 – Judge Rodney Price

Closed to Public

Office phone# (409) 769-2284

Email: rprice@co.orange.tx.us

Visit website: www.co.orange.tx.us

Juvenile Probation

Vidor Sub-Office – 190 Camp St. Vidor, TX

Closed to Public until further notice

Office phone# (409) 769-8439 – phones forwarded to Orange main office

Orange Main Office – 213 Market St. Orange, TX

Office hours – M-F 8-5 (closed for lunch 12-1)

Office phone# (409) 882-7885

Probationers & families reporting by phone, FaceTime, Skype, etc.

Counseling sessions being conducted by Licensed Professional Counselors via tele counseling.

All field work, school visits & home visits suspended until further notice.

Visit website: www.co.orange.tx.us

Mailroom

New Office hours (as of 4/1/20) M-F 9:30 – 1:30 (closed for lunch 12-1)

Open to public, however limiting visitors in compliance with social distancing

Office Phone# (409) 882-7070 (County Judge's Office)

Call or email questions to cpickard@co.orange.tx.us

Maintenance

Office phone# (409) 882-7851

Management Information Systems (MIS)

Office hours – M-F 8-5 (closed for lunch 12-1)

Closed to Public

Office phone# (409) 882-7815

Visit website: www.co.orange.tx.us

Mosquito Control

Office phone# (409) 883-5717

Email: pbeebe@co.orange.tx.us

Visit website: www.co.orange.tx.us

Parks & Expo

Expo Center – 11475-B FM 1442 Orange, TX

No events/meetings being held

Office phone# (409) 745-9712

Claiborne West Park - Orange

Open to Public 7-7 - walking trails, riding bikes,
fishing & bird watching

Closed to Public - playgrounds, shelters & restrooms
(portable restrooms open onsite)

Office phone# (409) 745-2255

Gould Community Center - Vidor

Open to Public – walking park

Closed to Public – playgrounds & restrooms

Bluebird Fish Camp - Orange

Open to Public

Closed to Public – playground

Ferry Road Fishing Piers – Bridge City

Open to Public – Please remember to place trash in cans

Purchasing

Office hours – M-F 8-5 (closed for lunch 12-1)

Office phone# (409) 882-7900

Accepting deliveries – Leave in warehouse. Drop any mail or paperwork in the County Mailroom mailbox
Public or County employees must ring doorbell at Purchasing warehouse for assistance

Visit website: www.co.orange.tx.us

Records Management

Closed to Public

Office phone# (409) 882-7845

Road & Bridge

Office hours: M-F 8-5 (closed for lunch 12-1)

Office phone# (409) 882-7905

Email: roadbridge@co.orange.tx.us

Equipment yard & Repair shop

Closed to public

Landfill/Collection Station

Open to public – Tuesday & Thursday 7-6 and Saturday 7-5

Stickers & Disposal passes no longer required

Call phone# (409) 882-7905 (R&B department) with questions

Visit website: www.co.orange.tx.us

Sheriff's Office

Open to public

Office hours (Administration): M-F 8-5

Office phone#: (409) 883-2612

Visit website: www.co.orange.tx.us

Social Services

Closed to Public

Office hours: M-F 8-5 (closed for lunch 12-1)

Office phone#: (409) 882-7838 or text (409) 234-1419

Email: jhaney@co.orange.tx.us or wrichards@co.orange.tx.us

Visit website: www.co.orange.tx.us

Tax Office

Open to public, however limiting access to office to comply with Social Distancing order.

Office hours: M-F 8-5, Wednesday 9-5

Office phone#: (409) 882-7971

Allowing Title Transfers, Replacements & Temporary Tags

All tax payments maybe made online or made by placing an envelope with personal check, cashier's check or money order in Drop Box outside of the Administration building – NO CASH

Visit website: www.co.orange.tx.us

Transportation

Open to public

Transporting Hours: M, W, F 7-4 Medical Only – Orange & Beaumont
(Driver On Call Thursdays-By Appt Only–Medical Only)

Office Staff hours: Tuesday/Thursdays 8-2

Office phone#: (409) 745-9366

Visit website: www.co.orange.tx.us

Treasurer

Closed to public – Limiting access to Staff Only at this time

Office hours: M-F 8-5 (closed for lunch 12-1)

Office phone #: (409) 882-7991

Making deposits daily and accepting deposits through the hopper or mail.

Veteran's Office

Closed to public

Office hours: M-F 8-5 (closed for lunch 12-1)

Office phone#: (409) 745-1535

Email: Mark Hammer: mhammer@co.orange.tx.us or Jenny Wolfford: jwolfford@co.orange.tx.us

Visit website: www.co.orange.tx.us