

The Housing Authority of the City of Columbus

799 McClure Road

Columbus IN 47201

Ph. 812-378-0005 \* Fax 812-376-0194

March 24, 2020

To: All CHA tenants

From: CHA management

Re: Covid-19 information

There is a lot of information to distribute, Please read thoroughly and call 812-378-0005 ext.119 if you have any questions or concerns.

- Until further notice all CHA playgrounds will be closed. Children need to be outside but they cannot be on the playground equipment. As of midnight on March 25<sup>th</sup> (Tuesday night) all non-essential business are to be closed and non essential travel is banned. You may go outside but must stay at least six feet away from others.
- The CHA office is closed to the public. Staff will be present on a limited basis but will not answer a knock at the door. If you need to contact us please call and leave a message.
- BCSC is providing meal delivery to pick up sites. The grab and go meals include breakfast and lunch. They will be at Pence from 12pm-1pm Monday- Friday. The closest site to Heritage Woods is at the Cambridge Square Apartments or Columbus East parking lot at the same times. Adult meals are available to purchase \$3.50. Other sites can be viewed at the BCSC website.
- For elderly and disabled households 55+ there are a wonderful group of volunteers that will arrange for deliveries of essentials to your home that are prepaid by you. Such as prescriptions or groceries. They can be reached at (812) 350-2526.
- Emergency work orders **only** are being done at this time. Please continue to call in all work orders so that we can prioritize and take care of them as soon as possible.
- If maintenance does need to be in your apartment we are asking that if you are physically able and that the weather is nice to please vacate the apartment while the work is being done. If you cannot leave the apartment we ask that you and your children remain in a separate room while the work is completed. Please be sure your home is cleaned and the area where the work is to be done is sanitized.
- If you are having symptoms that include body aches, cough, fever and lethargy you can call the Columbus Regional Health Covid-19 Triage Center at **(812) 379-4449**. They will give you advice and instructions on actions to take.
- We are asking that if any tenants are directed to quarantine due to Covid-19 that they call (812) 378-0005 ext 119 to report. This will allow CHA to take steps to keep you, your neighbors and staff safe.

- There have been many work orders for lock outs and lost keys. Please be mindful of your keys and do not lose them! While maintenance is available for emergency work orders remember that your emergency may not be ours. Also I want to stress **do not** flush anything other than toilet paper and human waste down the toilet. Wipes, coffee filters, paper towels should never be flushed. The sewer lines are not made for this and you will get a clog that may not be able to be fixed immediately and you will most definitely be billed for.
- Remember you are in income based housing. If your income has gone away or been reduced you need to file for unemployment. Report the income loss to CHA by emailing [jill@columbushome.net](mailto:jill@columbushome.net), and report any unemployment that begins to the same email address. All rents should be placed in one of the drop boxes by the 5<sup>th</sup> of the month. While the state has mandated that there will be no eviction proceedings for non-payment during the emergency, this does not relieve anyone of the responsibility to pay rent. Anyone that owes back rent after the emergency is lifted may have their assistance terminated. Additionally any activities that are a danger to others (drug use, violence, criminal activity, etc.) can still result in eviction.

Following are important contact information that may be useful:

**CHA – 812-378-0005**

**Emergency work orders- 812-371-8288**

**Email addresses:**

**Jill Sharp –** [jill@columbushome.net](mailto:jill@columbushome.net)

**Melisa Ison –** [melisa@columbushome.net](mailto:melisa@columbushome.net)

**General Admin (Rebecca) -** [rebecca@columbushome.net](mailto:rebecca@columbushome.net)

**Love Chapel – 812-372-9421**

**Center for Disease Control and Prevention – cdc.gov**

There is tons of practical information at this site.

Call **211** or visit **211.org** to find local resources

**CRH Covid-19 Triage Resource Center –812-379-4449**

If you think that you or a family member is ill call this number before you go to a health care facility. They will instruct you on where to go and what to do in order to minimize risk to others.

If you have any questions please call 812-378-0005.

Sincerely,

Jill A. Sharp  
Public Housing Manager  
The Housing Authority of the City of Columbus