

3-27-20

March 23rd, 2020

VIA CERTIFIED MAIL AND E-MAIL (if applicable)

Florida Department of Economic Opportunity
107 East Madison Street, Caldwell Building
Tallahassee, FL 32399-4120

Charles W. Burkett, Mayor
9293 HARDING AVENUE
SURFSIDE, FL 33154
cburkett@townofsurfsidefl.gov

Re: *WARN Notice for SC Hotel Property LLC*

To Whom it May Concern:

Please accept this letter as notification on behalf of SC Hotel Property LLC that due to the unforeseeable, unanticipated and substantial reduction in business levels resulting from the sudden and widespread impact of an infectious disease pandemic known as Coronavirus Disease 2019 (“COVID-19”), employees at Four Seasons at The Surf Club Hotel and Private Residences located at 9011 Collins Avenue, Surfside, Florida 33154, will be furloughed starting on or about March 20, 2020. Please note that Le Sirenuse Miami, Champagne Bar, Mare by Le Sirenuse and Winston’s on the Beach will be closed for business for the foreseeable future.

This Notice is provided to you in accordance with the Federal Worker Adjustment Restraining Notification Act, 29 U.S.C. §2101 et. seq. (“WARN Act”). This notice is unfortunately provided less than 60 days before the effective date of furlough. While the WARN Act ordinarily requires 60-days advance notice, due to the rapid spread of the pandemic COVID-19, compliance with such requirement was not possible as the furloughs are the result of business circumstances that were not reasonably foreseeable at the time that notice would have been required. Therefore, this notice is given as soon as practicable under the given circumstances.

A total of 360 individuals who are employed at Four Seasons at The Surf Club Hotel and Private Residences will be furloughed by SC Hotel Property LLC. A list of the job titles of the employees who will be affected by the furlough, and the number of employees with each job title, is attached.

The furlough will start on or about March 20, 2020. SC Hotel Property LLC intends this furlough to be temporary; however, given the unknown certainty surrounding COVID-19, it is possible that this furlough could become permanent. Employees will not have the right to bump any other employees. No employee is covered by a collective bargaining agreement.

Pursuant to the requirements under the WARN Act, all potentially impacted employees have been notified of the above information as of this date.

You may direct any further inquiries concerning this situation to Catalina Valbuena at catalina.valbuena@fourseasons.com

Sincerely,

SC Hotel Property LLC

Catalina Valbuena
Director of People & Culture

Job Title	Number of Employees in Position
Accountant	1
Accounts Receivable Clerk	2
Assistant Director of Engineering	2
Assistant Director of Finance	1
Assistant Director of Security	1
Asst. F&B Outlet Manager	4
Assistant Front Desk Manager	3
Assistant Guest Relations Manager	1
Assistant Room Service Manager	1
Assistant Spa Manager	1
Baker	1
Barback	3
Bar Manager	1
Barista	3
Bartender	8
Bell Attendant	5
Butcher	1
Butler	2
Chef de Partie	7
Club Manager	1
Cook	35
Director of Catering	1
Director of Engineering	1
Director of Event Operations	1
Director of Finance	1
Director of Food and Beverage	1
Director of Housekeeping	1
Director of Information Technology	1
Director of Marketing	1
Director of People and Culture	1
Director of Recreation	1
Director of Retail	1
Director of Revenue & Yield	1
Director of Rooms	1
Director of Sales	1
Dock Master	1
Employee Dining Attendant	1
Engineer	19
Engineering Coordinator	1
Esthetician	3
Event Operations Manager	1
Executive Administrative Assistant	1
Executive Chef	1
Executive Sous Chef	1
Floor Supervisor	4
Front Desk Receptionist	7
Front Office Manager	1
General Manager	1
Guest Recognition Specialist	1
Guest Relations Agent	1
Guestroom Attendant	12
Host/ess	5
Hotel/Resort Manager	1
Housekeeping House Attendant	11

Housekeeping Manager	1
IT Manager	1
Laundry Attendant	4
Laundry Supervisor	1
Restaurant General Manager	1
Learning & Development Manager	1
Lobby Page	5
Events Manager	1
Night Manager	1
People and Culture Coordinator	2
People and Culture Manager	1
Pool/Beach Attendant	11
Private Bar Attendant	2
Public Area Attendant	7
Public Relations Manager	1
Purchasing Supervisor	1
Receiving Clerk	1
Regional Director of Residences	1
ResCom Agent	7
Reservations Manager	1
Residences Assistant Manager	1
Residences Manager	1
Residential Concierge	10
Retail Attendant	3
Room Service Order Taker	3
Room Service Server	8
Room Service Supervisor	1
Rooms Coordinator	1
Runner	7
Sales Coordinator	1
Sales Manager	1
Seamstress/Tailor	1
Security Officer	14
Security Supervisor	2
Server	31
Server Assistant/Busperson	8
Sous Chef	4
Spa Attendant	5
Spa Director	1
Spa Therapist	18
Spa/Health Club Receptionist	3
Staff Accountant	2
Stewarding Manager	1
Stewarding Supervisor	1
Storeroom Clerk	2
Travel Industry Sales Manager	1
Turndown Attendant	7