



BOCA RATON RESORT & CLUB · BOCA BEACH CLUB  
A WALDORF ASTORIA RESORT

July 03, 2020

Steven K. Gustafson  
State Trade and Rapid Response Coordinator  
Florida Department of Economic Opportunity  
107 E. Madison St.  
Caldwell Building, MSC G-229  
Tallahassee, FL 32399  
[WARNnotices@deo.myflorida.com](mailto:WARNnotices@deo.myflorida.com)

Scott Singer, Mayor  
201 West Palmetto Park Road  
Boca Raton, FL 33432  
[ssinger@ci.boca-raton.fl.us](mailto:ssinger@ci.boca-raton.fl.us)

Dear Sirs:

This letter serves as notification that Boca Owner, LLC will be extending a temporary furlough of employees at the Boca Raton Resort & Club (the "Resort") with business operations located at 501 E Camino Real, Boca Raton, Florida due to unforeseen business circumstances caused by the COVID-19 pandemic and associated government mandated business closures and stay-at-home orders. The furloughs began on or about March 18, 2020.

The initial government stay-at-home order, travel prohibitions, and closures of restaurants, hotels, and non-essential businesses began in March 2020 and were set to expire after a short period. Since that time, however, the government orders have been extended multiple times for reasons beyond our control. While government orders have now allowed for limited reopening of areas of the Resort, many of our operations may remain significantly limited for an indefinite period of time. Accordingly, we have had to reassess our initial understanding of the circumstances facing the Resort given new and unforeseeable information about the severity and duration of the adverse effects of the COVID-19 pandemic on our business, which unfortunately, now appear will be longer and more substantial than was anticipated.

As a result, we now expect that the temporary furlough will exceed beyond six months. Approximately 995 employees will be affected. Attached is a list of the job titles/classifications of the positions to be affected, and the number of affected employees in each job title/classification.

Bumping rights do not exist. There are no unions affiliated with the affected employees.

We were unable to provide you with notice of these permanent employment separations earlier because the length and extent of the adverse business circumstances resulting from the COVID-19 pandemic, and the

**JOHN C. TOLBERT**, *President / Managing Director*

---

501 EAST CAMINO REAL, BOCA RATON, FL 33432 Tel 561-447-3210 WALDORFASTORIA.COM



BOCA RATON RESORT & CLUB · BOCA BEACH CLUB

A WALDORF ASTORIA RESORT

fluid nature of its effects on our community, business, and industry, were not foreseeable when employees were placed on a temporary layoff.

We are taking these actions because of COVID-19 related business circumstances that were not reasonably foreseeable at the time notice would have been required. We did not and could not have foreseen how broadly and deeply the COVID-19 epidemic would spread and affect our business; nor did we foresee that "lockdown" orders, initially issued for short durations in certain specific cities, would spread throughout the country and be constantly and continually extended and/or changed, thus not merely interrupting commerce and travel for a short period, but now disrupting commerce and travel for the foreseeable future. Contrary to our expectations governmental orders continue to impose substantial limits on our operations at this location such as social distancing guidelines, limits on large public gatherings, and capacity limitations. We are notifying you of this decision as soon as it was practicable to do so, taking into account the great difficulties Hilton and our entire industry face in projecting future staffing needs under these unprecedented circumstances. We would have liked to have given you more advance notice of this action but were unable to do so due to these factors and the rapidly evolving impact of the novel coronavirus epidemic national disaster and national emergency. We are providing this notice as a precaution as the Worker Adjustment and Retraining Notification Act, and any applicable state law, encourages employers to provide information even when a notice requirement does not exist.

This notice is based upon the best information currently available. Various factors may affect these plans. We will inform you of any significant changes.

To the extent the Resort's actions in response to the COVID-19 emergency constitutes a plant closing or mass layoff for purposes of the federal Worker Adjustment and Retraining Notification (WARN) Act, this letter is intended to fulfill any requirements under the Act. By providing this information, however, the Boca Raton Resort & Club does not concede that the Act applies or that this notice is required.

Should you have any questions or need further information, please do not hesitate to contact my employer representative through the following contact information:

Maria E. Burns  
Director of Human Resources  
501 East Camino Real, Boca Raton, FL 33432  
(561) 447-3156  
[Maria.burns@waldorfastoria.com](mailto:Maria.burns@waldorfastoria.com)

Regards,

JOHN C. TOLBERT, *President / Managing Director*



BOCA RATON RESORT & CLUB · BOCA BEACH CLUB  
A WALDORF ASTORIA RESORT

**EXHIBIT A**  
**Boca Raton Resort & Club**  
**501 East Camino Real, Boca Raton, FL 33432**

Job Title	Number of Affected Employees
BBC - Front Office	8
BBC - Housekeeping	13
BBC - Pool Operations	9
BBC - F&B Hosts	8
BBC - F&B Server	33
BBC - F&B Kitchen	10
BBC - F&B Bartender	11
BBC - F&B Supv/Manager	6
BBC - F&B Room Service	17
BBC - Cooks/Kitchen	29
CVT - Front Office	45
CVT - Housekeeping	70
CVT - Pool Operations	5
CVT - F&B Hosts	8
CVT - F&B Server	53
CVT - F&B Kitchen	14
CVT - F&B Bartender	12
CVT - F&B Supv/Manager	3
CVT - F&B Room Service	37
CVT - Cooks/Kitchen	81
CVT - Stewarding	11
Mizner's Dream	17
Human Resources	5
IT	11
Finance	25
Sales & Marketing	13
Security	4
Storeroom/Receiving	9
F&B Cashier	13
G&A - Administrative	5
Property Operations	31
Golf	12
Tennis	3
Membership General	5
Recreation & Activities Coordinator	21
Rooms/Reservations	10
Retail	10
Spa	75
Laundry	35
Banquets	193
Event Crew	15

JOHN C. TOLBERT, *President / Managing Director*

501 EAST CAMINO REAL, BOCA RATON, FL 33432 Tel 561-447-3210 WALDORFASTORIA.COM