

August 10, 2020

VIA FEDERAL EXPRESS

✓ **Steven K. Gustafson**

State Trade and Rapid Response Coordinator
Department of Economic Opportunity
107 E Madison St
Caldwell Building, MSC G-229
Tallahassee, FL 32399

Hon. Ronnie L. Felder, Mayor

600 W. Blue Heron Boulevard
Riviera Beach, FL 33404

Palm Beach County Board of County Commissioners

Commissioner Hal R. Valeche, District 1
301 N. Olive Avenue
West Palm Beach, FL 33401

To whom it may concern:

In our letter of March 27, 2020, attached for reference, we informed you¹ that as a result of the unforeseeable and immediate dramatic downturn in business and occupancy directly caused by the COVID-19 pandemic, there would be a mass layoff at the **Hilton Singer Island Oceanfront/Palm Beaches Resort** hotel located at 3700 North Ocean Drive, Riviera Beach, Florida 33404 ("Hotel"). Further, we advised you that while we hoped the COVID-19 pandemic would end rapidly, that current health and economic conditions would change, and that we would be able to recall these employees as soon as possible, we didn't know how long the COVID-19 situation would last or its future effects upon the Hotel, and accordingly, we could not say if and when these employees would be recalled.

We have prepared this letter to update our March 27th letter to you, and to inform you that, unfortunately, we have determined that our business and occupancy levels are not projected to return to a sustainable level for the foreseeable future and the length and severity of the effects of the COVID-19 pandemic on our business will be greater than previously anticipated. As a result, we have had to reassess our initial understanding of the circumstances facing the Hotel. In our March 27th letter, we advised that approximately 88 employees were impacted by the workforce reduction at that time. Subsequently, between April 1st and May 18th, an additional 17 employees were laid off. Regrettably, it has now become apparent that these layoffs will extend indefinitely (i.e., beyond six (6) months) for 24 of these employees. Furthermore, effective September 18,

¹ Due to an inadvertent clerical error, our March 27th letter was mailed to the Mayor of Orlando and County Commissioner for Orange County instead of the Hon. Ronnie L. Felder and Commissioner Hal R. Valeche, respectively. We apologize for that oversight and have attached a copy of the March 27th letter here for your reference.

2020, the Hotel must terminate the employment of 46 of these employees who were previously temporarily laid-off.

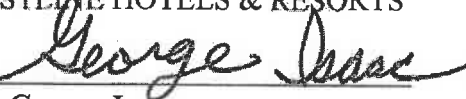
Attached hereto is the currently anticipated schedule of employment layoffs and/or terminations since our March 27th letter, including a list of the job titles to be affected. No bumping rights exist for the employees, as no employees are represented by a union. We were unable to provide this notice to you earlier because the length and severity of the impact of the COVID-19 natural disaster and/or physical calamity, as well as the changing business circumstances resulting from the dramatic downturn in hotel guests and patrons, was sudden, unforeseeable, and outside of our control.

If you have any questions, or if we can provide any additional information, please do not hesitate to contact:

Denise Reynolds, Regional Vice President of Human Resources
Crestline Hotels & Resorts
3950 University Drive, Suite 301
Fairfax, VA 22030
Telephone: 571-529-6362
Email: Denise.Reynolds@crestlinehotels.com

Very truly yours,
CRESTLINE HOTELS & RESORTS

By



George Isaac

General Manager

Hilton Singer Island Oceanfront/Palm Beaches Resort

ATTACHMENT 1
Crestline Hotels & Resorts

As explained in the accompanying letter, this attachment includes the schedule of employment lay-offs and terminations since our March 27th letter, including a list of the job titles to be affected.

Additional Layoffs Occurred between April 1 and May 18 (17 employees)

Employee Termination Anticipated to Occur on or about September 18, 2020 (46 employees).

Hotel Name: Hilton Singer Island Oceanfront/Palm Beaches Resort

Additional Layoffs:	No. of Employees Impacted by Position:
Bartender	2
Catering Sales Manager	1
Cook	2
Engineer	1
Food & Beverage Director	1
Housekeeper	1
Housekeeping Supervisor	1
Houseman	1
Laundry Attendant	1
Reservation Specialist	1
Restaurant Supervisor	1
Utility	1
Wait Staff	3

Employee Terminations:	No. of Employees Impacted by Position:
Banquet Manager	1
Cook	3
Engineer	2
Front Desk Clerk	2
Housekeeper	6
Housekeeping Aide	2
Housekeeping Supervisor	2
Lounge #1 Bartender	6
Reservations Clerk	1
Rest #1 Dra	4
Rest #1 Host/Hostess	1
Rest 1 Server	8
Rest 1 Supervisor	1
Rm Svc Server	1
Sales Manager 1	1
Sous Chef OEM/HM	1
Utility	4