



WorkForce West Virginia
TVA/DWG Unit

APR 28 2020 JL

RECEIVED

March 27, 2020

West Virginia Dislocated Worker Unit
Attn: Bunny Harper
1900 Kanawha Boulevard East
Building 3, Suite 300
Charleston, WV 25305

Re: Notice of Temporary Mass Layoff/Closure at Stonebridge Companies

To whom it may concern:

Stonebridge Hospitality Associates, LLC (the “Company”); This notice is to formally notify and inform you that Stonebridge Hospitality Associates LLC is conducting a temporary reduction of its workforce at the following hotel’s:

- Morgantown Marriott (operational with reduced workforce); located at Two Waterfront Pl, Morgantown, WV 26501

This temporary reduction in force began March 2020 and will continue through the duration of the statewide “Stay-at-Home” proclamation. We expect the effects of the requirements to stay home will affect each hotel’s occupancy and business for some period of time after the prohibition against movement within the state by non-essential workers. The actual duration of the layoff/closure will depend on the progress of an abatement of the COVID-19 pandemic which has caused unforeseen disastrous health and economic conditions. **Out of an abundance of caution that the economic effects on travel patterns could last longer than six months, we are providing you this notice.**

The notice period is reduced considering the unforeseen disastrous health and economic conditions caused by COVID-19 and in light of recent proclamations with the force of law requiring residents to Stay-at-Home to help slow the spread of the pandemic.

All affected employees at the facility have or will be placed on temporary layoff or “standby” status during period beginning March 2020 and ending when we are able to resume normal operations. The temporary layoff will result in a temporary loss of employment for a total of 76 employees:

Below is a list of the job classification of positions affected and the number of affected employees in each job classification. Although these hotels are partially open at this time, we anticipate that they may soon be closed to guests. No bumping rights exist. Further information regarding this situation may be obtained from JB Bettinger at (303) 785-3120.

Sincerely,

Stonebridge Hospitality Associates LLC



Morgantown Marriott	76
Accounting Clerk	1
Banquet Captain	2
Banquet Manager	1
Banquet Server	1
Banquet Set Up Attendant	2
Bartender	2
Bell Attendant	1
Bell Captain	1
Chief Maintenance	1
Coffee Shop Manager Salary	1
Convention Services Manager - Salary	1
Director of Catering	1
Director of Food and Beverage	1
Director of Human Resources	1
Executive Chef	1
Guest Services Agent	2
Guest Services Manager	1
Hotel Controller	1
Housekeeping Supervisor	1
Laundry Attendant	4
Lead Cook	2
Line Cook	5
Line Cook 1	1
Line Cook 2	7
Line Cook 3	1
Maintenance Attendant	5
Operations Manager	1
Public Area Attendant	2
Purchasing Clerk	1
Restaurant Server	5
Restaurant Supervisor	2
Room Attendant	6
Room Service Server	1
Sales Coordinator	1
Sales Manager - Salary	2
Security Attendant	2
Social Hour Attendant	1
Sous Chef	1
Sous Chef - Salary	1
Steward	2