



Wesley Wilcox

Supervisor of Elections, Marion County, FL

Election Center

981 NE 16th ST • Ocala, FL 34470

M PO Box 289 • Ocala, FL 34478-0289

P 352-620-3290

F 352-620-3286

W www.VoteMarion.com

PRECINCT 0002 AND PRECINCT 0010 Mary Sue Rich Community Center

WHEREAS, Wesley Wilcox, as Supervisor of Elections for Marion County, Florida is required by law to provide appropriate polling places for each of the precincts within Marion County and;

WHEREAS, the property owner, described hereafter (Owner), owns property that is suitable as an elections polling site and has agreed to make such property available for use in the elections set forth hereafter, it is agreed as follows:

1. PROPERTY DESCRIPTION

The description of the property which is the subject of this Agreement is as follows: *(Update information as needed)*

Precinct Name/Polling Place	Mary Sue Rich Community Center		
Street Address of Facility	1821 NW 21st Ave., Ocala, FL 34475		
Facility Contact Person	John Spencer	OR	Jacob Baker
Contact Person's Telephone Numbers	TEL 352-509-1005	ALT 352-352-843-2308	CELL 352-216-1469

Alarm Code: _____ Alarm Instructions: Staff will be on-site

2. OWNER RESPONSIBILITY

Provide a polling place which shall include an available parking area and directly connecting passageways to the place where the balloting devices are located for use by the public for the following elections:

CITY OF OCALA ELECTION	SEPTEMBER 16, 2025
CITY OF OCALA RUNOFF ELECTION (Possible)	NOVEMBER 18, 2025

- a. Provide from 6:00 AM until **ALL** closing procedures are complete:

Tables/Chairs	Handicapped Access	Air Conditioner/Heat
Rest Rooms	Kitchen Facilities (if available)	

- b. The owner/agent shall utilize **one** of the following means to assure that the polling place is available for use by the public. **Please initial your preference.**

The owner/agent will open the building no later than 6:00 AM on Election Day and allow access prior to Election Day for the purposes of setting up the facility for the election and placement of balloting devices;

The owner/agent will provide the precinct clerk with a key to the premises prior to Election Day and such assistance as might be necessary in order to set up the facility for the election.

3. INSURANCE STATEMENT

Marion County is self-insured in accordance with Florida Statute 768.28. The laws of the State of Florida govern the liability of the Supervisor of Elections arising out of injury or damages to persons or property caused or resulting from the sole negligence of the county or any of the, officers or employees.

4. SOLICITATION RESTRICTIONS

The owner/agent recognizes that Florida Statue 102.031(4) provides as follows:

- a. No person, political committee, committee of continued existence, or other group or organization may solicit voters inside the polling place or within 150 feet of the entrance to any polling place, or polling room where the polling place is also a polling room or early voting site. Before the opening of the polling place or early voting site, the clerk or supervisor shall designate the no-solicitation zone and mark the boundaries.
- b. For the purposes of this solicitation, the term "solicit" shall include, but not be limited to, seeking or attempting to seek any vote, fact, opinion, or contribution; distributing or attempting to distribute any political or campaign material, leaflet or handout; conducting a poll; seeking or attempting to seek a signature on any petition; and selling to or attempting to sell any item. The terms "solicit" or "solicitation" shall not be construed to prohibit exit polling.
- c. Each supervisor of elections shall inform the clerk of the area within which soliciting is unlawful, based on the characteristics of that polling place. The supervisor or the clerk may take any reasonable action necessary to ensure order at the polling places, including, but not limited to, having disruptive and unruly persons removed by law enforcement officers from the polling place or from the 150 foot zone surrounding the polling place.
- d. Owner delegates to the Elections Supervisor the power to act on his, her or its behalf in enforcing the above. Further, owner agrees that he/she/it shall not directly or indirectly place any material prohibited under the above statute within the area described nor authorize or attempt to authorize any person to do anything which contravenes the intent of the above statute.
- e. The owner, operator, or lessee of the property on which a polling place or an early voting site is located, or an agent or employee thereof, may not prohibit the solicitation of voters outside of the no solicitation zone during polling hours.

5. PHOTOGRAPHY

No photography is permitted in the polling room or early voting area, except an elector may photograph his or her own ballot. Florida Statue 102.031 (5) This also applies to operational security cameras within the polling room. If they remain operational, they must be covered so voters, voting, and ballots are not recorded in violation of privacy. If cameras are not operational, a notice must be posted notifying voters that the camera is not in use during voting hours.

6. DELIVERY/PICK UP OF EQUIPMENT – See Delivery and Pick Up Schedule.

Ken Whitehead

352-509-1005

Owner/Agent Printed Name

Owner/Agent Phone Number

DocuSigned by:
Ken Whitehead
5677F71E3B874FA...

1/10/2025

Owner/Agent Signature

Date

Wesley Wilcox

January 7, 2025

Wesley Wilcox, Supervisor of Elections

Approved as to form and Legality:

DocuSigned by:
William E. Sexton
887CFC1E5B611D...
William E. Sexton, City Attorney

Please return the contract by March 1, 2025

0002 AND 0010- Precinct Name/Polling Place: *Mary Sue Rich Comm. Ctr.* Address: *1821 NW 21st Ave., Ocala, 34475*

Delivery and Pick-Up Schedule

Save the dates. Please fax or email ALL pages by **MARCH 1, 2025**.

Fax 352-620-3286 • Email ABradley@VoteMarion.Gov

Thank you for being part of the election process. **THIS CONTRACT COVERS THE 2025 ELECTIONS.**

ALARM CODE: _____ **ALARM INSTRUCTIONS:** Staff will be on-site

CITY OF OCALA ELECTION – SEPTEMBER 16, 2025

Please check off all available time slots (**IN RED**); please include two contact names and phone numbers.

NOTE: We require a four-hour window to deliver or pick up equipment.

Friday, 09/12/2025		DELIVERY (Contact Names & Numbers)
	8 AM – 12 PM	Jacob Baker (352-843-22308) or Darryl Gutierrez (352-401-6980)
	1 PM – 5 PM	
Wednesday, 09/17/2025		PICKUP (Contact Names & Numbers)
	8 AM – 12 PM	Jacob Baker (352-843-22308) or Darryl Gutierrez (352-401-6980)
	1 PM – 5 PM	

CITY OF OCALA RUN-OFF ELECTION (Possible) – NOVEMBER 18, 2025

Please check off all available time slots (**IN RED**); please include two contact names and phone numbers.

NOTE: We require a four-hour window to deliver or pick up equipment.

Friday, 11/14/2025		DELIVERY (Contact Names & Numbers)
	8 AM – 12 PM	Jacob Baker (352-843-22308) or Darryl Gutierrez (352-401-6980)
	1 PM – 5 PM	
Wednesday, 11/19/2025		PICKUP (Contact Names & Numbers)
	8 AM – 12 PM	Jacob Baker (352-843-22308) or Darryl Gutierrez (352-401-6980)
	1 PM – 5 PM	

Certificate Of Completion

Envelope Id: 8C8D4ADC-60FD-4E4A-B96A-5E58513EE86F	Status: Completed
Subject: FOR SIGNATURE - MSR Election Center Agreement (REC/250314)	
Source Envelope:	
Document Pages: 3	Signatures: 2
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Porsha Ullrich
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	110 SE Watula Avenue
	City Hall, Third Floor
	Ocala, FL 34471
	pullrich@ocalafl.gov
	IP Address: 216.255.240.104

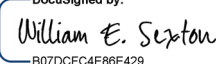
Record Tracking

Status: Original	Holder: Porsha Ullrich	Location: DocuSign
1/9/2025 10:25:37 AM	pullrich@ocalafl.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: City of Ocala - Procurement & Contracting	Location: DocuSign

Signer Events

William E. Sexton
 wsexton@ocalafl.org
 City Attorney
 City of Ocala
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 B07DCFC4E86E429...
 Signature Adoption: Pre-selected Style
 Using IP Address: 216.255.240.104

Timestamp

Sent: 1/9/2025 10:28:37 AM
 Viewed: 1/10/2025 11:55:56 AM
 Signed: 1/10/2025 11:56:34 AM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Ken Whitehead
 kwhitehead@ocalafl.org
 Assistant City Manager
 City of Ocala
 Security Level: Email, Account Authentication (None)

DocuSigned by:

 5677F71E38874F4...
 Signature Adoption: Pre-selected Style
 Using IP Address: 216.255.240.104

Sent: 1/10/2025 11:56:36 AM
 Viewed: 1/10/2025 3:27:42 PM
 Signed: 1/10/2025 3:29:26 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/9/2025 10:28:37 AM
Certified Delivered	Security Checked	1/10/2025 3:27:42 PM
Signing Complete	Security Checked	1/10/2025 3:29:26 PM
Completed	Security Checked	1/10/2025 3:29:26 PM

Payment Events	Status	Timestamps
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