



**IMPORTANT NOTICE: A \$25 FILING FEE MUST ACCOMPANY THIS APPEAL, WITHIN THE DEADLINE REFERENCED BY THE BILL.**

Checks should be made payable to: City of Milwaukee and a copy of the bill should be included with your appeal

**IMPORTANT NOTICE FOR CUSTOMERS PAYING BY CHECK**

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account, or to process the payment as a check transaction.

**IF THE CHARGES HAVE ALREADY APPEARED ON YOUR TAX BILL, THIS APPEAL CANNOT BE FILED.**

**TO:** Administrative Review Board of Appeals  
City Hall, Rm. 205  
200 E. Wells St.  
Milwaukee, WI 53202  
(414) 286-2231

**DATE:** 7-17-2025

**RE:** 6322 W. Locust St  
(Address of property in question)

Under ch. 68, Wis. Stats., s. 320-11 of the Milwaukee Code of Ordinances, this is a written petition for appeal and hearing.

I am appealing the administrative procedure followed by Department of Neighborhood Services  
(Name of City Department)

Amount of the charges \$ 508.00

Charge relative to: Vacant Building

I feel the City's procedure was improper due to the following reasons and I have attached any supporting evidence, including city employee's names/dates which I spoke to regarding this issue and copies of any city orders received:

someone resides at the home, Lease is provided

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Marvel Coleman

Signature

Marvel Coleman

Name (please print)

8201 W. Capitol Dr. Ste 100

Mailing address and zip code

Milwaukee WI 53222

414-460-8820

Daytime phone number

Marvel.coles@gmail.com

E-Mail Address(es)

**RESIDENTIAL RENTAL AGREEMENT**

This Agreement for the premises identified below is entered into by and between the Landlord and Tenant (referred to in the singular whether one or more) on the following terms and conditions:

**TENANT:** ( 2 adults and 1 children)

Samantha Candy Caiden Allen

Ryan Ross

Additional occupants under the age of eighteen (18) residing on the

Premises: \_\_\_\_\_

**PREMISES:** Building Address

6322 W. Lockst St.

M./W. WI 53210

Apartment/room/unit: \_\_\_\_\_

Included furnishings/appliances: refrigerator, range, oven

List other: \_\_\_\_\_

**RENT:** Rent of \$ 1200.00 for Premises and

\$ 1200.00 for other (specify security)

is to be received no later than the 1st day of each month

and is payable at \_\_\_\_\_

If rent is received after 5th of each month

the Tenant shall pay a late fee of \$ 50.00

Charges incurred by Landlord for Tenant's returned checks are payable by Tenant. Landlord shall provide a receipt for cash payments of rent. **All tenants, if more than one, are jointly and severally liable for the full amount of any payments due under this Agreement.** Acceptance of a delinquent payment does not constitute a waiver of that default or any other default under this Agreement. Other Landlord or Tenant obligations:

**LANDLORD:** Tam Moore / Marvel Coleman

Agent for Tam Moore / Marvel Coleman

service of process (name) (414) 460-8820

8201 W. Capitol St. 100

M./W. WI 53222

Agent for Marvel Coleman / Tam Moore

maintenance, management, & collection (name) (414) 460-8820

of rents 8201 W. Capitol St. 100

M./W. WI 53222

**TERM:** (Strike either (a) or (b) enter complete date.)

(a) Month to month beginning on March 1, 2025; or

(b) For a term of \_\_\_\_\_ months beginning on \_\_\_\_\_ and ending on \_\_\_\_\_ at 12:00 noon.

**NOTE:** An Agreement for a fixed term expires without further notice if tenancy is to be continued beyond this term, parties should make arrangements for this in advance of the expiration.

**UTILITIES:** Check if paid by:

	Landlord	Tenant
Electricity	_____	_____
Gas	_____	_____
Heat	_____	_____
Air Conditioning	_____	_____
Sewer/Water	_____	_____
Hot Water	_____	_____
Trash	_____	_____
Other	_____	_____

If utilities or services payable by Tenant are not separately metered tenant's share of payments are allocated as follows:

**SECURITY DEPOSIT:** Upon execution of this Agreement, Tenant shall pay a security deposit in the amount of \$ \_\_\_\_\_ to be held by Landlord or

Landlord's agent. The deposit, less any amounts legally withheld, shall be returned to Tenant's last known address within twenty-one (21) days after any event set forth in Wis. Stat. § 704.28(4). If any portion of the deposit is withheld, Landlord must provide Tenant with a written statement accounting for amounts withheld. The statement shall describe each item of physical damage or other claim made against the security deposit, and the amount withheld as reasonable compensation for each item or claim. If repair costs are not known within twenty-one (21) days Landlord may use a good faith estimate in the written accounting. The reasonable cost

for tenant damage, waste, or neglect of the premises, normal wear and tear excluded, may be deducted from Tenant's security deposit as well as any amounts set forth in Wis. Stat. § 704.28(1). Tenant may not use the security deposit as payment for the last month's rent without the written permission of Landlord.

**DEDUCTIONS FROM PRIOR TENANT'S SECURITY DEPOSIT:** Tenant is hereby notified that Tenant may do any of the following within seven (7) days after the start of their tenancy: (a) inspect the unit and notify Landlord of any pre-existing damages or defects, and (b) request a list of physical damages or defects, if any, charged against the previous Tenant's security deposit. If such a request is made by Tenant, Landlord will supply Tenant with a list of all physical damages or defects charged against the previous tenant's security deposit regardless of whether or not those damages or defects have been repaired. Said list will be provided to Tenant within thirty (30) days from when the request was received or, within seven (7) days after Landlord notifies the previous tenant of the security deposit deductions, whichever occurs later. Landlord need not disclose previous tenant's identity nor the amount deducted from the previous tenant's security deposit. Landlord will provide Tenant with a Check-In / Check-Out sheet. Should Tenant fail to return it to Landlord within seven (7) days after the start of the tenancy, Tenant will be considered to have accepted the Premises without any exceptions.

**NOTICE TO VACATE: Lease for Term** - No written notice is required to terminate a lease for term because the lease automatically ends on the last day of the term. Nonetheless, both Landlord and Tenant should discuss prior to the end of the original lease term whether or not they wish to continue the tenancy beyond the original lease term and if so, enter into a new rental agreement accordingly. **Month to Month Tenancy** - Written notice must be received by the other party at least twenty-eight (28) days prior to the ending of a month to month tenancy. A month to month tenancy may only be terminated at the end of a rental period. A rental period runs from the first day of a calendar month through the last day of a calendar month.

**CONTROLLING LAW:** Landlord and Tenant understand their rights and obligations under this Agreement and that they are subject to the laws of Wisconsin, including Wis. Stat. ch. 704 and ch. 799, Wis. Admin. Code § ATCP 134, and applicable local ordinances. Both parties shall obey all governmental orders, rules and regulations related to the Premises, including local housing codes.

**CONDITION OF PREMISES:** Tenant has had the opportunity to inspect the rental unit and has determined that it will fulfill their needs and acknowledges that the unit is in good and satisfactory condition, except as noted in the Check-In / Check-Out sheet provided to them, prior to taking occupancy. Tenant agrees to maintain the premises during their tenancy and return it to Landlord in the same condition as it was received less normal wear and tear.

**RENTERS INSURANCE RECOMMENDED:** Landlord recommends that Tenant purchase Renter's Insurance to protect Tenant's personal property and to protect Tenant from any liabilities while living at the property. Tenant understands that if they do not purchase Renter's Insurance that Tenant may not have any insurance coverage should Tenant's belongings be damaged or should Tenant be held liable to a third party and/or the Landlord.

**RULES:** Landlord may make reasonable rules governing the use and occupancy of the Premises and the building in which it is located. Any failure by Tenant to substantially comply with the rules will be a breach of this Agreement and may result in the eviction of Tenant. Landlord may amend the rules to provide for newly added amenities or to meet changed circumstances or conditions adversely affecting the property. No such amendments may unreasonably interfere with Tenant's use and enjoyment of the Premises or the property of which it is part. A copy of the rules, if applicable, have been given to Tenant at the time of application and at the time of the signing of this Agreement.

**ELECTRONIC DELIVERY OF CERTAIN INFORMATION/DOCUMENTATION:** Landlord may, but is not required to, provide the following information and/or documentation to Tenant via electronic means: (a) a copy of the rental agreement and any documents related to the rental agreement; (b) a security deposit and any documents related to the accounting and disposition of the security deposit and security deposit refund; (c) any promise to clean, repair, or otherwise improve any

(city, village, town)

(city, village, town)

(state)

(zip)

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TIME IS OF THE ESSENCE: As to delivery of possession of Premises to Tenant, completion of repairs promised in writing in the Agreement or before; vacating of the Premises, return of Landlord's property, payment of rent, performance of any act for which a date is set in this Agreement or by law.

Time is of the essence means that a deadline must be strictly followed.

## SPECIAL PROVISIONS:

RENTAL DOCUMENTS: Landlord has given Tenant a copy of the Residential Rental Agreement as well as any Rules and Regulations, if applicable, for review prior to entering into this Agreement and prior to accepting any earnest money or security deposit.

Pets and water beds are not permitted unless indicated otherwise in writing.

See reverse side for additional provisions.

## NOTE: SIGNING OF THIS AGREEMENT CREATES LEGALLY ENFORCEABLE RIGHTS.

OWNER / AGENT OF OWNER

Signature: Jamie Moore  
 Print Name: Jamie Moore

3-1-2025  
 (date)

TENANT(S)

Signature: Samantha Grady  
 Print Name: Samantha Grady

3-1-2025  
 (date)

Signature: Candice Allen

Print Name: Candice Allen

3-1-2025  
 (date)

Signature: Ryan Ross

Print Name: Ryan Ross

3-1-2025  
 (date)

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

(date)

Vacant Building Program  
4001 S. 6th Street  
Milwaukee, WI 53221-1704

June 23, 2025

MARVEL COLEMAN  
TAMI MOORE  
6322 W LOCUST ST  
MILWAUKEE, WI 53210

Record ID: VAC-21-00268

Re: 6322 W LOCUST ST

The buildings at the above address were found to be vacant and subject to the Vacant Building Registration Program: SINGLE PRIMARY STRUCTURE. Because the building(s) remained vacant for a period of 6 months you are required to pay a vacant building inspection renewal fee of \$254.00 per building.

You are being charged \$508.00 additional because you had code violations at the time of the semi-annual vacant building registration renewal.

The total fee is \$508.00. This fee includes a 1.6% training and technology surcharge.

Please pay online at [milwaukee.gov/lmspay](http://milwaukee.gov/lmspay)

Checks should be made payable to City of Milwaukee and sent to:

Department of Neighborhood Services  
Attn: Cashier  
841 N. Broadway, Rm 105  
Milwaukee, WI 53202

*42*  
Any outstanding fees not paid by August 31, 2025 will automatically be assessed to your 2025 tax bill. For questions regarding this fee, call 414-286-2268. More information on this program is available at <http://www.city.milwaukee.gov/dns/vbr>

If you wish to appeal these charges you must file that appeal within 30 days of the date of this letter. It must be filed with: The Administrative Review Board of Appeals, Office of the City Clerk, Room 205 City Hall, 200 E. Wells Street, Milwaukee, Wisconsin 53202. 414-286-2231. Please contact them to obtain the proper application form. There is a \$25.00 fee required when filing the appeal.

Please be advised that if you have filed for bankruptcy, this letter is for informational purposes and is not intended to be construed as an attempt to collect a debt during the pendency of your bankruptcy as other conditions may apply.

Detach

bottom portion and return along with check

(Please write taxkey on check)

6/23/2025

Vacant Building Inspection Payment Stub

Taxkey: 3051071000

## Receipt of ARBA Fee

Date:	7/18/25
Received Of:	Marvel Coleman
Property at:	6322W. Locust St.
Received By:	LME
Check # (If Applicable):	1358
Amount:	\$25.00

2025 JUL 18 AM 9:54  
KE CITY CLERK - RCUD