RESOLUTION NO. 2025-055
VILLAGE OF CALEDONIA

A RESOLUTION AWARDING AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH MUNIBIT TO UPDATE THE VILLAGE OF CALEDONIA WEBSITE FOR 2026

The Village Board of the Village of Caledonia, Racine County, WI do resolves as follows:

WHEREAS, the Village of Caledonia has requested proposals for updating the Village website for 2026. 9 proposals were received in 2025 from web designers with demos of various products and services offered by each. The low bidder on a cost basis with an all-inclusive package was Munibit; and

NOW, THEREFORE, BE IT RESOLVED by the Caledonia Village Board that a contract between the Village of Caledonia and Munibit for updating the website in 2026 as described in the proposal **(Exhibit A)** which is attached hereto and incorporated herein, is authorized, and approved.

BE IT FURTHER RESOLVED by the Caledonia Village Board that the Village President and Village Clerk are authorized to execute any contracts, agreements or other documents necessary to carry out the intent of this Resolution.

Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this 8 day of July 2025.

VILLAGE OF CALEDONIA

By: _____
Thomas Weatherston
Village President

Attest: _____
Jennifer Bass
Village Clerk

Village of Caledonia

Website Redesign, Hosting, & Support

Submitted by: Munibit

Contact: Ree Schilling, Account Manager

Email: ree@munibit.com

Website: www.munibit.com

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Letter of Interest

2/25/2025

Village of Caledonia

Dear Website Selection Team,

Thank you for considering Munibit for your website platform needs. We are excited about the opportunity to partner with the Village of Caledonia to enhance your digital engagement, streamline website management, and ensure compliance with the latest accessibility standards.

Since our founding in 2020 in St. Charles, MO, Munibit has been dedicated to serving small local governments like yours with affordable, easy-to-manage websites that meet community needs. We believe our platform can help your city achieve its digital goals.

We look forward to the possibility of working together and are happy to provide any additional information you may require.

Sincerely,

Ree Schilling

Account Manager

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Company Profile

About Munibit:

Founded in 2020 and headquartered in St. Charles, Missouri, Munibit was created to provide affordable, easy-to-manage websites for small local governments and communities. Originally developed to serve our own community ([Historic Main Street in St. Charles, MO](#)), we quickly identified a larger need for those seeking a modern, streamlined online presence.

Our Mission:

To empower local governments and communities with a website platform that reduces administrative workload, improves resident engagement, and ensures full compliance—all at an affordable price.

Our History:

Munibit was founded on decades of collaboration and expertise. Randy Schilling (CEO) and Alan Groh (CTO) have worked together for over 30 years, leading successful software companies like BoardPaq and Quilogy. Their deep experience in creating intuitive, high-impact technology solutions now drives Munibit.

Munibit is more than just a company—it's a team built on trust and long-term partnerships. Kate Bayer, Adam Swank, and Ralesia Carter have also worked alongside Randy for over a decade, and his sons, Ree and Walton Schilling, have since joined the team, making Munibit truly a family-driven company.

Our Team:

Randy Schilling
CEO / Founder

Alan Groh
CTO

Ree Schilling
Account Manager

Walton Schilling
Account Manager
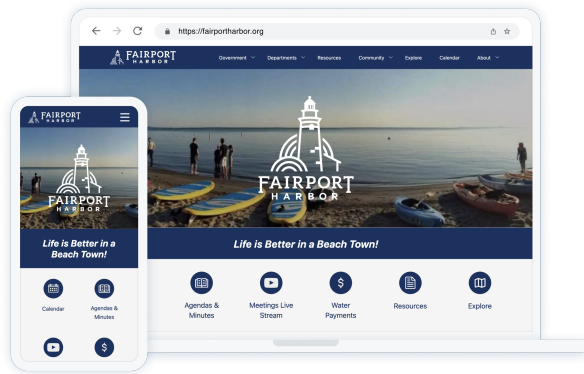
Kate Bayer
Marketing / Design

Adam Swank
Developer

Ralesia Carter
Office Manager

Mitchell Killian
Developer

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References & Design Examples

City of Fairport Harbor, OH

https://fairportharbor.org/

City of Fennville, MI

https://www.fennville.gov/

City of Van Alstyne, TX

https://cityofvanalstyne.us/

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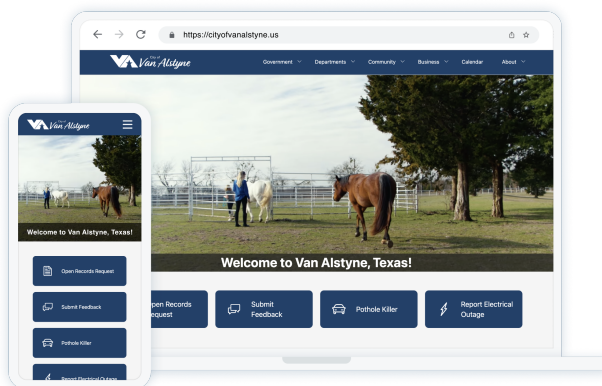
Deliverables, Tools & Services

Deliverables:

- **Full Website & Design**
  We will design a modern, responsive, website with functional tools

- **Basic Data Migration**
  We will migrate your existing website data to your new website (additional fees may apply for populations over 10,000)

- **Setup, Training & Support**
  We provide a seamless website setup all the way to launch, alongside training for your team and ongoing support from your dedicated account manager

Built-In Tools:

- **Website Management**
  Intuitive built-in tools for effortless content management

- **Document Management**
  Organize and display agendas, minutes, ordinances, and more

- **Custom Forms & Workflows**
  Use ready-made forms with workflows, collect fillable PDFs, or create custom forms

- **Online Payments**
  Seamlessly add payment options to any website page, send payment links, or integrate payments as part of taking reservations—to boost revenue

- **Event & Meeting Management**
  Centralize and display events, council, and committee meetings

- **Reservation Booking & Management**
  Display space bookings with integrated payments and approval workflows

- **Notification Subscriptions**
  Instantly send text and email alerts to keep your community informed. (Additional fee of $0.03 per text will apply - optional add on)

- **AI-Powered Search**
  Instantly search content, documents, and even specific text inside PDFs—complete with AI-generated answers and citations

- **In-Page Document Viewer**
  Allow users to view, download, and print documents directly on your website

- **People Directory**
  Showcase elected officials, committees, and departments with contact information

- **Business Directory (& Map)**
  Categorize local businesses within a list or interactive map and guided tours

- **Quick Links**
  Create customizable buttons for instant access to key community resources

- **News, Community & Event Posts**
  Publish updates and news with simple, blog-like posts and display categorized events in rich calendars

- **Page Alerts**
  Highlight critical alerts, like health, safety, traffic, etc. via banners or pop-ups

- **Searchable PDFs & Property Cards**
  Convert PDFs into searchable data for easy public access—reducing your email and call intake

- **AI Text Editor**
  Speed up content creation with AI-assisted text editing within website and tools

- **Image & Video Display**
  Add dynamic galleries or carousels to showcase community visuals

- **Live Stream Videos**
  Embed videos that auto-resize, including live streams

- **External Embeds**
  Seamlessly integrate third-party modules into any page

- **Private Portal (optional add-on)**
  Create secure, private pages for boards and committees to post documents, etc.

- **Property Listings**
  Display commercial listings with map, gallery, and list views

- **Page Ads**
  Use dedicated ad space to highlight community initiatives, local businesses, or important announcements

Services & Website Capabilities:

- **Compliance & Accessibility**
  Built-in ADA features, accessibility statement, and guidance provided to ensure compliance as you add content—while operating at the highest levels of compatibility with WCAG 2.1 Level AA, ADA, and Section 508 standards

- **Admin Access**
  Securely assign staff to manage specific pages and delegate tasks efficiently

- **Support**
  Dedicated US-based account manager with fully remote support at no extra cost

- **Continuous Improvements**
  Regular feature updates and enhancements included

- **Data Migration**
  Basic migration from your existing website is included (additional fees may apply for populations over 10,000)

- **Mobile Optimization**
  Fully responsive design for seamless browsing on phones and tablets

- **Analytics & Reporting**
  Compatible with Google Analytics—which we can assist with setting up

- **Cookie Policy**
  We use secure first-party cookies for user sessions; no third-party marketing cookies installed. However, third-party embedded modules may include marketing cookies beyond our control.

Timeline & Approach

Website Timeline:

- **Phase 1: Planning & Discovery (Weeks 1):** Kickoff meeting with admin to discus project scope, sitemap and gather key materials
- **Phase 2: Design & Development (Weeks 2-6):** Design implementation, feature integration, and Data Migration
- **Phase 3: Testing & Review (Week 7):** Comprehensive testing, follow up meeting with admin for final input, and revisions (if needed)
- **Phase 4: Training & Launch (Weeks 8-10):** Remote training sessions, final revisions (if needed), and official launch
- **Phase 5: Ongoing Support:** Continuous improvements, regular feature releases, and support as needed

Approach:

Our methodology is agile and collaborative. We work closely with your team to ensure that every aspect of the project meets your needs. Regular updates and checkpoints are built into the process to ensure transparency and satisfaction.

The timeline above may vary depending on the amount of data on your current website—it could be faster or require additional time based on the complexity of the migration, but most websites follow this structure.

Hosting, Maintenance & Support

Hosting:

- Munibit is built on and operates within Microsoft's Azure cloud platform, providing enterprise-level security, reliability, redundancy, connectivity, monitoring and performance.
- All hosting is managed via Microsoft Azure. For detailed security information, please visit: [Microsoft Azure Security](#)

Maintenance & Support:

- **Remote Support:** Dedicated US-based account manager
- **Continuous Updates:** All feature improvements and releases are included at no extra cost
- **Emergency Response:** 24/7 monitoring ensures that any downtime is addressed promptly, with most issues resolved within a couple of hours

Cost & Payment Schedule

Cost Breakdown:

- **Plan:** $449 per month (billed annually at $5,388)

- **Inclusions:**
    - Website setup, design, and all public website tools
    - Basic data migration
    - Dedicated support and training
    - Continuous updates and improvements

- **Additional Costs (optional add-ons):**
    - **Text Notifications:** $0.03 per text message
    - **Data Migration:** Fees *may* apply for populations over 10,000
    - **Private Portal:** $99/mo for private portal features

- **Payment Schedule:**
    - Annual billing, with no minimum contract commitments—our commitment is to earn your business year after year

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Additional Information

- **Contract Commitments:** No long-term contract commitments required

- **Maintenance Responsibilities:** Most website updates can be managed by your personnel using our intuitive platform; occasional updates can be handled by our support team

- **Innovative Recommendations:** We recommend a consolidated menu structure based on our extensive experience with other local governments and communities to further streamline user navigation