



OFFICE OF THE KENDALL COUNTY CORONER

JACQUIE PURCELL D-ABMDI, CORONER

STAFF@KENDALLCORONER.ORG ▪ WWW.KENDALLCORONER.ORG

Freedom of Information Act Posting

The purpose of the Freedom of Information Act (FOIA) is to ensure that all persons are entitled to full and complete information regarding the affairs of government, and the official acts and policies of those who represent them as public officials (5 ILCS 140/1). Pursuant to FOIA, the following information is made available to the general public:

BACKGROUND ABOUT THE OFFICE OF THE KENDALL COUNTY CORONER

PURPOSE: The Coroner is elected by the residents of Kendall County for a term of four years. The Coroner is tasked with determining the manner and cause of death for all deaths that occur within Kendall County.

OFFICE: The contact information for the Office of the Kendall County Coroner is:

Kendall County Forensic Science Center
804 W. John Street, Suite A
Yorkville, Illinois 60560
Office: 630-553-4200
Fax: 630-553-4116
Website: www.kendallcoroner.org

The Office of the Kendall County Coroner currently employs 2 full-time, 1 part-time, and 7 part-time/PRN employees.

A block diagram of the Office of the Kendall County Coroner's functional subdivisions is attached.

BUDGET: The total amount of the Office of the Kendall County Coroner's operating budget for this fiscal year (2025) is **\$326,204** (General Fund: \$298,704 / Specified Funds: 27,500).

BOARDS: There are no boards, commissions, committees, or councils that operate in an advisory capacity relative to the operation of the Coroner's Office or that exercise control over its policies or procedures, or to which the Coroner's Office is required to report and be answerable for its operations.

**FOIA
REQUESTS:** Any person may obtain public records for inspection or copying by submitting a written request to any of the designated FOIA Officers below for the Office of the Kendall County Coroner. An electronic records request can be submitted through the Kendall County Public Records Portal, [here](#). The Kendall County Coroner's Office will respond to all FOIA requests in accordance with the procedures set forth in FOIA and all other applicable federal and state laws.

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KENDALL COUNTY FORENSIC SCIENCE CENTER ▪ 804 W. JOHN STREET, SUITE A, YORKVILLE, ILLINOIS 60560

FOIA**OFFICERS:**

All FOIA requests to the Kendall County Coroner's Office should be given to one of the following FOIA Officers:

Levi Gotte, Chief Deputy
 Jacquie Purcell, Coroner
 Cherie McCarron, Forensic Services Manager

Office of the Kendall County Coroner
Kendall County Forensic Science Center

804 W. John Street, Suite A
 Yorkville, Illinois 60560
 Telephone: 630-553-4200
 Fax: 630-553-4116
 Email: foia@kendallcoroner.org

COPY**COSTS:**

Except when a fee is otherwise fixed by statute, the Office of the Kendall County Coroner will charge the following rates for copies of requested records:

Type of Document	Fee
Black & White, letter or legal sized copies	No charge for the first 50 pages and 15¢/page thereafter
Color copies and odd-sized copies	50¢/page for the first 500 pages and 45¢/page thereafter
Computer disc, tape-cassette, compact disc, and/or any other recording medium	The actual cost for the computer disc, tape-cassette, compact disc, and/or other recording medium

STATUTORY**FEES:**

The following fees are fixed by statute (55 ILCS 5/4-7001):

Type of Document	Fee
Cremation Permit	\$50 ⁰⁰
Autopsy Report	\$50 ⁰⁰
Toxicology Report	\$25 ⁰⁰
Coroner's Investigative Report	\$25 ⁰⁰
Miscellaneous Reports (Per Report)	\$25 ⁰⁰
Transcript of Sworn Testimony (Per Page)	\$5 ⁰⁰
Verdict of Coroner's Jury	\$5 ⁰⁰
Photographs (Per Photo)	\$3 ⁰⁰

Attached Exhibits:

- Exhibit 1 – Organizational Chart
- Exhibit 2 – List of Documents Available for Immediate Disclosure upon Request
- Exhibit 3 – Request for Public Records Form
- Exhibit 4 – Statutory Fees for Other Documents



Kendall County Coroner's Office

FY2025 Organizational Chart

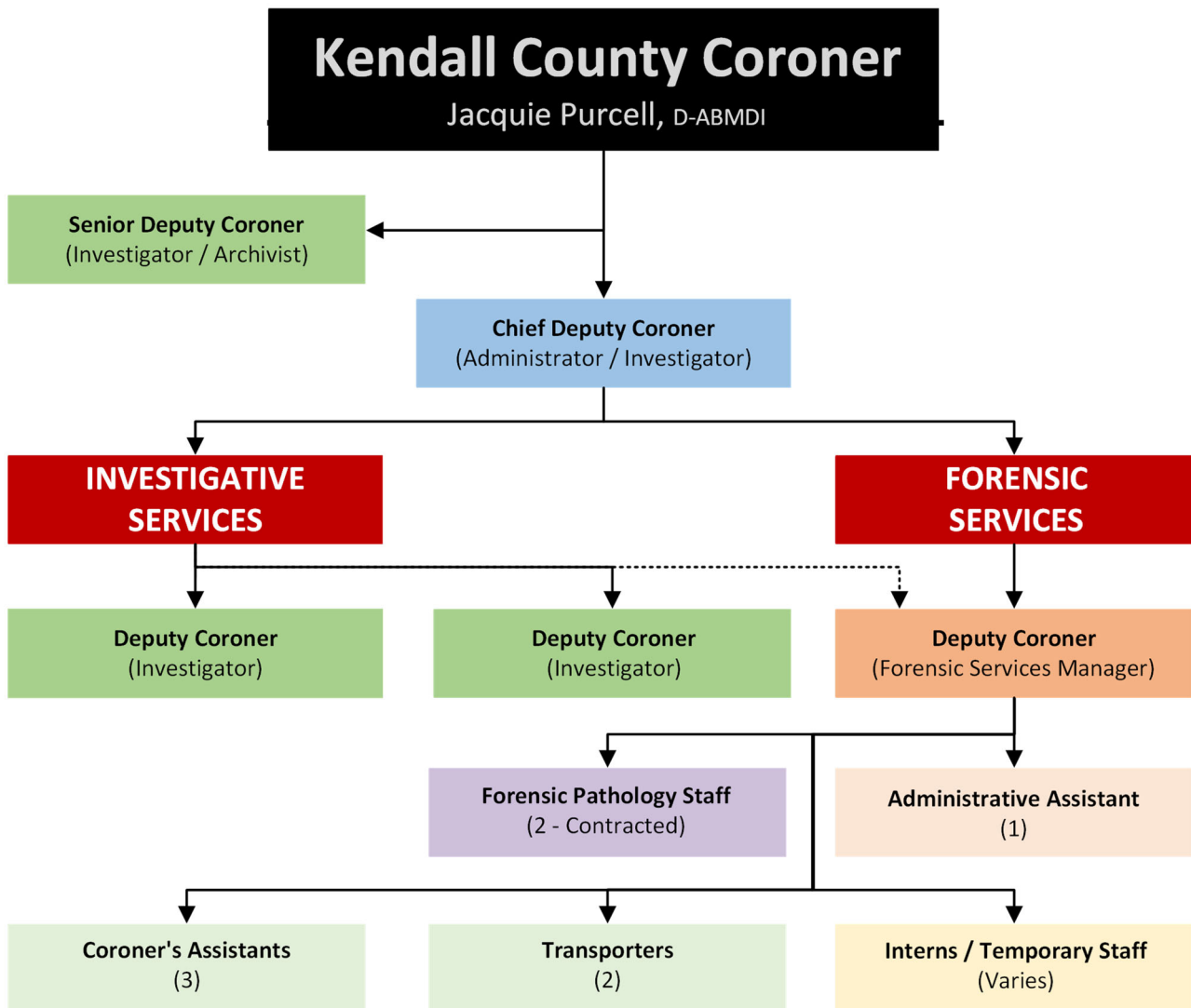


EXHIBIT 2

List of Documents Available for Immediate Disclosure upon Request

(Pursuant to 5 ILCS 140/3.5)

- Organizational Chart for the Kendall County Coroner's Office
- FOIA posting for the Kendall County Coroner's Office
- Approved Budget for the Kendall County Coroner's Office

List of Categories of Records Maintained

(Pursuant to 5 ILCS 140/5)

- Death Investigation Records/Case Files
 - Natural, Accident, Suicide, Homicide, Undetermined
- General Correspondence
- Freedom of Information Act Records
- Correspondence, notes, and memoranda regarding or relating to internal administrative operations of the Kendall County Coroner's Office.
- Personnel files for full/part-time employees Kendall County Coroner's Office
- Invoices, financial records, and budget documents regarding or relating to the Kendall County Coroner's Office operations.
- Monthly, Semi-Annual and Annual Reports for the Kendall County Coroner's Office
- Brochures and other handouts of the Kendall County Coroner's Office

Name	
Address	
Telephone	
Email Address	
Date of Request	

☐ Inspect On-Site Only ☐ Electronic Form ☐ Pick-Up Copies ☐ via Fax ☐ via Mail

☐ Yes ☐ No

Signature of Requestor	
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Date/Time of Receipt: _____ How Request was Sent: ☐ Walk-In ☐ Email ☐ Letter ☐ Fax ☐ Web ☐ Phone ☐ Other _____

<u>FOR OFFICE USE ONLY:</u>			
Date/Time of Receipt: _____	How Request was Sent: ☐ Walk-In ☐ Email ☐ Letter ☐ Fax ☐ Web ☐ Phone ☐ Other		
FOIA Officer's Initials: _____	Date/Time Entered into GovQA: _____	Date/Time of Response: _____	

EXHIBIT 4**STATUTORY FEES FOR OTHER DOCUMENTS****FEES FOR CORONER'S REPORTS**

(PURSUANT TO 55 ILCS 5/4-7001)

CREMATION PERMIT.....	\$100 ⁰⁰
AUTOPSY REPORT.....	\$50 ⁰⁰
TOXICOLOGY REPORT.....	\$25 ⁰⁰
CORONER'S INVESTIGATIVE REPORT.....	\$25 ⁰⁰
MISCELLANEOUS REPORTS (PRICE PER REPORT)	\$25 ⁰⁰
TRANSCRIPT OF SWORN TESTIMONY (PRICE PER PAGE).....	\$5 ⁰⁰
VERDICT OF CORONER'S JURY.....	\$5 ⁰⁰
PHOTOGRAPHS (PRICE PER PHOTO)	\$3 ⁰⁰