



Lake County
Court of Common Pleas
Juvenile Division

Judge Michael DeLeone

April 15, 2026

Office of the Clerk
Supreme Court of Ohio
65 South Front Street, 8th Floor
Columbus, Ohio 43215-3431

DELIVERED VIA E-MAIL: localrules@sc.ohio.gov

Re: Lake County Juvenile Court Local Rule XXIV

Dear Sir/Madam:

Pursuant to Rule 5(B) of the Ohio Supreme Court's Rules of Superintendence for the Courts of Ohio, I submit for filing a copy of Local Rule XXIV, Recording of Proceedings and Transcripts, of the Lake County Court of Common Pleas, Juvenile Division, effective May 1, 2026.

Please contact this Court if you have any questions.

Very truly yours,

Michael DeLeone
Judge

MD:pc

Enclosures

IN THE COURT OF COMMON PLEAS
JUVENILE DIVISION
LAKE COUNTY, OHIO

FILED

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IN RE: :
REVISION OF LOCAL RULES : **JUDGE MICHAEL L. DELEONE**
TO IMPLEMENT RULES REGARDING :
RECORDING OF PROCEEDINGS AND : **JOURNAL ENTRY:**
TRANSCRIPTS : **RULE CHANGE**
:

IT IS ORDERED that the Local Rules of the Juvenile Division of the Lake County Court of Common Pleas are hereby amended, effective May 1, 2026, for the inclusion of Article XXIV – Recording of Proceedings and Transcripts, as follows:

XXIV. RECORDING OF PROCEEDINGS AND TRANSCRIPTS

- A. Pursuant to Juvenile Court Rule 37, a record of all proceedings governed by such rule shall be taken by digital recording, court reporter, or any other adequate means, and no public use shall be made of such record or transcription of such record, except in the course of an appeal or as authorized by order of the court or by statute.
- B. Requests for Transcripts
All requests for transcripts shall be by written motion. In all cases in which a court reporter has not already been assigned by the Court, the requesting party shall include in its motion the name of a court reporter requested by the party and the rate of compensation for such court reporter. In the event such party is unable to obtain a court reporter, the motion shall set forth the names of any court reporter such party has contacted and who have declined to accept any such assignment, and the Court will assign a court reporter. Once the Court receives a properly filed motion, the Court shall order a transcription of the record, assign a court reporter, and set a due date for the transcript to be filed in its order. The Clerk of Courts shall prepare the necessary materials and advise the court reporter that the materials are ready for pick up. If the matter involves an appeal, the court reporter shall deliver the transcript to the Clerk of Court, who shall deliver the transcript with any exhibits and supporting trial court documentation to the appellate court. If the matter involves an order granting transcription for purposes other than an appeal and the requesting party is the prosecuting attorney, the state or any of its political subdivisions or an indigent party in a delinquency or permanent custody case, the court reporter shall deliver the transcript to the Clerk of Court, who shall inform the requestor that the transcript is ready to be picked up at the Clerk's Office. In all other cases, the court reporter shall notify the requestor that the transcript is ready and the court reporter and the requestor are responsible to arrange pick up.
- C. Payment for Transcripts
1. Transcription at State Expense
In all delinquency and permanent custody cases in which the requesting party is found by the Court to be indigent, or when the requesting party is the prosecuting attorney, the

state or any of its political subdivisions, or upon the Court's own motion, the compensation for transcription shall be paid from the county treasury and taxed and collected as costs.

2. Transcription at Party Expense

In all other cases, the party or person requesting a transcript shall be directly responsible for making payment arrangements with the court reporter.

IT IS THEREFORE ORDERED that the Local Rules of the Juvenile Division of the Lake County Court of Common Pleas are amended as provided herein for the inclusion of Article XXIV – Recording of Proceedings and Transcripts, effective May 1, 2026.

IT IS SO ORDERED.



JUDGE MICHAEL L. DELEONE