



CITY OF ARCADIA
SOCIAL MEDIA SITE TERMS OF USE
January 2013

The City of Arcadia uses social media as a way to provide information of interest to the community about City services, issues, news, programs, events and activities, and to a lesser extent to engage the community in constructive dialogue. The City's intent with regard to the use of social media is to create a limited forum intended to disseminate information to the public and provide for limited public discussion on City-related topics. In general, individual complaints, concerns, and service requests will not be addressed via social media. Additionally, the posting of text or other media on this website is not considered delivery of any notice or request to the City, and is not a substitute for public comment at City meetings or other public forums.

This site is administered by the City of Arcadia, but the content on this site is not controlled entirely by the City. The City of Arcadia does not endorse any link or advertisements placed on this site by the public. Further, all comments posted by a member of the public are the opinion of the poster only, and publication of a comment does not imply endorsement of, or agreement by the City, nor do such comments necessarily reflect the opinions or policies of the City of Arcadia.

The City of Arcadia reserves the right to deny access to City social media sites to any individual (employee or member of the public) who violates this Policy, at any time and without prior notice.

Comments containing any of the following inappropriate forms of content shall not be permitted on City of Arcadia social media sites and are subject to removal and/or restriction:

- Comments or issues not related to a City topic or not within the jurisdictional purview of the City of Arcadia
- Profane, obscene or pornographic content or language, and/or links to sites with such content
- Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, national origin, gender, sexual orientation, marital status, or status with regard to physical or mental disability
- Defamatory or personal attacks
- Threats to any person or organization
- Comments in support of, or in opposition to, any political campaign or ballot measure
- Solicitation of commerce, including advertising of a business or product for sale (except for City items)

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- Conduct in violation of any federal, state, or local law
- Encouragement of illegal activity
- Information that may tend to compromise the safety or security of the public, the public systems, or a City employee
- Content that violates a legal ownership interest of another party
- Information related to legal matters, litigation, or any parties with whom the City may be in litigation

City social media sites may be subject to the California Public Records Act. Any content contained in a social media format that is related to City business, including but not limited to, subscriber lists, posted communication and communication submitted for posting, personal identifying information, text of any and all comments or messages, reproductions of any images or videos, and all other content appearing on the page or site, may be a public record subject to public disclosure without any prior notice.

The City of Arcadia has the right at all times to disclose any information, including that related to subscribers or followers, to satisfy any applicable law, regulation, legal process or governmental request; and to edit, refuse to post, or to remove or store any information or materials posted on a City website.

The City of Arcadia has the right to capture any information posted on a City-sponsored social media site and archive it for as long as deemed necessary. In general, however, content will not be retained or stored by the City.

The comments and posts expressed on this site by members of the public do not reflect the opinions of the City of Arcadia, its officers, elected officials or employees. The City of Arcadia does not claim or assert any ownership interest in the material posted here by the public; however, by your submission or posting of any materials on this site, you are granting the City a royalty free, non-exclusive and perpetual license to display it on this site and, in the City's sole discretion, to capture the material for archiving on a City-owned server. To use or modify materials not posted here by the City of Arcadia, contact the owner of those materials directly.

The City of Arcadia disclaims any and all responsibility and liability for any materials the City deems inappropriate for posting, which cannot be removed in an expeditious and otherwise timely manner. Further, the City of Arcadia shall not be held liable for any improper or incorrect use of the materials or information contained on this site, and assumes no responsibility for any user's use of said information. In no event shall the City of Arcadia be liable for any damages, whether direct, indirect, incidental, special, exemplary or consequential.

For more information about the City of Arcadia's social media activities and policies, please contact the City Manager's Office at (626) 574-5401.