



CITY OF LAKE FOREST SOCIAL MEDIA POLICY

The intended purpose of a City social media site is to serve as a mechanism for communication between the City of Lake Forest and members of the public. A social media site is not the primary method of communication with the City, and any notices or requests for City services must be made via official communication methods identified on the City's website (Ask Lake Forest), or by traditional methods of notification recognized by the City. No comments or posts on a City social media site will be construed as providing notice to the City of any claim, deficiency, dangerous condition, request, or otherwise.

Comments posted by a member of the public on a City social media site is the opinion of the commentator, and publication of comments do not imply endorsement of or agreement by the City, nor do such comments necessarily reflect the opinions or policies of the City.

Comments posted to a City social media site will be monitored. The City reserves the right to remove any comment that is deemed in violation of the City's Social Media Policy, or any applicable law, including but not limited to comments that contain profane, obscene, or pornographic language or content; threatens or defames any person or organization; supports or opposes political candidates, campaigns, or ballot measures; promotes illegal activity; violates federal, state, or local laws; promotes discrimination on an unlawful basis; or discusses topics not related to the particular issue or subject discussed on a City social media site. Any articles, messages, posts, comments, images, video or other content containing any of the following shall be removed as soon as possible:

- Comments not topically related to the particular article or post being commented on.
- Comments in support of or opposition to political campaigns, political candidates, or ballot measures.
- Profane language or content.
- Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation.
- Sexual content or links to sexual content.
- Solicitations of commerce or advertisement of business.
- Conduct or encouragement of illegal activity.
- Information that may tend to compromise the safety or security of the public or public systems.
- Content that violates a legal ownership interest of any other party.

The City disclaims any and all responsibility and liability for any materials that the City deems inappropriate for posting which cannot be removed in an expeditious and otherwise timely manner.

Any comments or content posted or submitted on a City social media site or personal identifying information for the page's users and visitors may be public records subject to disclosure pursuant to GC 6250 et. seq. Public disclosure requests must be directed to the City Clerk's office.