

# City of Tucson

## City Manager Town Hall FAQs: June 3, 2020

QUESTION	RESPONSE
<p>This may be a question for the City Attorney's office, but one particular document that they still require with an original signature and notary stamp on actual paper is the 207 waiver of claims against the City. Can this original signature requirement on the waiver form somehow be relaxed to allow PDFs/scanned copies as we trend towards no paper documents?</p>	<p>Thank you for this question. Moving forward this form will still require notarization but may be submitted electronically (notarized form can be scanned and sent via email).</p>
<p>Can we be reimbursed for mileage? We make a lot of field site visits (1-3 per week) and this would prevent us from having to go to La Entrada for a vehicle (some vehicles are out with employees but not all of us have one)</p>	<p>According to the policy section from <a href="#">AD 6.02-1</a></p> <p>III. POLICY Employees may be authorized a standard reimbursement for using a personal vehicle while performing city business within the Tucson metropolitan area for one or more of the following reasons: A. A city vehicle is not available or accessible. B. The nature of the business requires the use of a personal vehicle in lieu of a city vehicle. C. The use of a personal vehicle is required as a condition of employment. D. The employee is an executive assigned to the city's Executive Vehicle Reimbursement Program (see Section V.). Mileage reimbursement shall be allowed for employees traveling during normal working hours from the employee's permanent work site to a training site. Reimbursement will not be allowed for travel from the employee's residence to the training site at the beginning of the workday, or from the training site to the employee's residence at the end of the workday</p> <p>The Administrative D will be reviewed for current state applicability, and COT leadership will make recommendations accordingly.</p>
<p>Working from home, can't plot large documents (engineering plans). Would it be possible to print/plot at a Fedex Office and get reimbursed?</p>	<p>Staff will pursue more information and solutions with IT. Please email us directly at <a href="mailto:HRCOVID19FAQ@tucsonaz.gov">HRCOVID19FAQ@tucsonaz.gov</a> for more assistance.</p>