

Profile

Cheryl

First Name

G

Middle Initial

Acton

Last Name

cheract@hotmail.com

Email Address

610 N Glenwood Ave

Home Address

Suite or Apt

Clearwater

City

FL

State

33755

Postal Code

Mobile: (727) 641-3094

Primary Phone

Alternate Phone

Length of Residency - please select one. *

☒ 6+ years

Do you own or represent a business in Clearwater?

☒ Yes ☐ No

If yes, where is the business located? Do you conduct business with the City?

Clearwater. No business with the City

Which Boards would you like to apply for?

Sister Cities Advisory Board: Submitted

Delta Airlines

Employer

Retired Flight Crew

Job Title

Occupation - If retired, enter former occupation.

Flight Crew - Delta Airlines

Have you served or do you serve on a board in Clearwater?

☐ Yes ☒ No

If yes, please list the name of the board.

Why do you wish to serve on this board/committee? If seeking reappointment, state why you should be reappointed.

I have traveled extensively throughout my career and have had the opportunity to live abroad, experiences that gave me a deep appreciation for the diversity of cultures, traditions, and people. These experiences broadened my perspective and strengthened my belief that understanding, respect, and open communication are essential to building strong communities. They have also reinforced my commitment to bringing people together and finding common ground despite our differences.

What personal qualifications can you bring to this board or committee?

I am a very intuitive person who enjoys helping others and being of service to my community. I believe that building bridges between people of different cultures is essential to a strong and thriving society. By fostering understanding, respect, and cooperation, we create more inclusive communities where everyone has the opportunity to contribute and succeed.

List Community Activities

City of Clearwater Citizens Academy. Manager of the Clearwater Community Gardens Board of Directors of Mission Hills Condo Association Treasurer for the Clearwater Neighborhoods Coalition

[Resume_2026.pdf](#)

Upload a Resume

Question applies to multiple boards

Please attach a copy of one of the following documents: 1) valid current Florida Driver License issued to an address within city limits, or 2) Declaration of Domicile filed with the city clerk affirming residency within city limits.

Question applies to multiple boards

Are you related to any member of the City Council?

☐ Yes ☒ No

Question applies to multiple boards

If yes, please provide name and explain relation.

N/A

Question applies to multiple boards

Are you related to a city employee?

☐ Yes ☒ No

Question applies to multiple boards

If yes, please provide name and explain relation.

N/A

Demographics

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts. (Optional)

Ethnicity

☒ Hispanic

Gender

☒ Female

07/08/1955

Date of Birth

The City of Clearwater strives to promote diversity and provide reasonable accommodations for individuals with disabilities. If you are requesting accommodation, please indicate below:

By clicking on "I Agree," below, I affirm that the information above is true and correct, and that I understand and agree to the responsibilities and commitment of time associated with an appointment to a Clearwater advisory board or committee.

☒ I Agree

All material submitted to the City of Clearwater is subject to the public records law of the State of Florida including Chapter 119, Florida Statutes.

Profile:

Strong customer service, organizational and communication skills, and the ability to build positive relationships. Extensive international travel and experience living abroad have provided valuable insight into diverse cultures and the ability to work effectively with people from around the world. Knowledgeable and experienced bookkeeper with expertise in financial management, accounts payable and receivable, payroll, invoice management, and maintaining accurate financial records in accordance with established policies and procedures.

Employment History:

Acton Arts, LLC - Bookkeeper and Bank Officer 2005-Present

Some of the duties include: Maintaining records of financial transactions by establishing accounts, posting transactions and ensuring compliance with legal requirements. Developing a system to account for financial transactions by establishing a chart of accounts and defining bookkeeping policies and procedures. Balancing subsidiary accounts by reconciling entries. Maintaining historical records by filing documents. Complying with federal, state, and local legal requirements by studying requirements; enforcing adherence to requirements; filing reports; advising management on needed actions. Contribute to the team effort by accomplishing related results as needed.

Acton Manor, LLC: Vice-President and Treasurer from 2005-2020

Some of the duties include: Collecting rent and other property fees from tenants and individual owners. Paying property expenses, including taxes, mortgages, payroll, insurance premiums and maintenance costs. Meeting potential tenants, showing them the property and assessing their applications in accordance with anti-discrimination laws. Advertising vacant properties and hiring a leasing agent to find tenants as needed. Hired Ameri-tech representative many time to locate and rent to tenants. Inspecting properties and arranging for repairs and new materials as required. Arranging contracts for maintenance, trash removal, landscaping, security and other ongoing services and managing disputes with these service providers where appropriate. Investigating and resolving property complaints and rental violations. P&L's and bookkeeping of records, balancing and reconciling accounts and preparing all information necessary for tax purposes.

Delta Airlines - Flight Attendant 1999- 2020 (retired)

Some of the duties include: Customer Service, Medical (First Aid), and Safety training. Assist passengers and cabin crew during emergencies. Guide and assist for safety and comfort to passengers. Present emergency equipment and give instructions to passengers on how to use this equipment. Monitor, manage, and secure the cabin. Adhere to all aviation rules and regulations. Traveled to Asia, Europe, and South America.

Pitney Bowes, Inc - Sales Representative, Sales Training Manager, Sales Manager for Latin America Division. 1984-1998

Some of the duties include: While in the Latin America Division, I was in charge of 15 dealers in approximately 30 countries, including Central and South America, and the Caribbean. Led the growth of the sales department, the Domestic Southeast Division, and the Latin America Division. Recruit, hire, train, develop, and promote a competitive sales force by offering aggressive compensation, desirable benefits packages and performance-driven sales-incentive programs. Improved sales policies and practices. Defined the sales cycle, created accurate job descriptions, and developed standards for customer relationship management. Achieved many Performance Awards during my tenure for outstanding sales results. Cultivate excellent relationships with new prospects and existing customers. P&L Management and Budgeting & Forecasting.

Education History:

Pedro Poveda College, Buenos Aires, Argentina
Elementary school teacher
Florida Int'l University, Miami, Florida
Secretarial Skills Development, Lab 1
Les Danes, Sales Closing Techniques
Tom Hopkins, Sales Seminar
Brian Tracy, Sales Seminar
Health and Life Insurance License - not active -
Mortgage Broker license - not active